

Corning Union High School

Regular School Board Meeting

DATE November 15, 2018

TYPE OF MEETING:
Regular

TIME: 5:45 P.M.

MEMBERS ABSENT:

PLACE: Corning Union High School
Library

VISITORS:

MEMBERS PRESENT:

Jim Bingham, Scott Patton
Todd Henderson
William Mache, Ken Vaughan

Adriana Jimenez, Lyndsey Nye
Janet Lawrence, Clementina Torres
Mark Messmer, Matt Perkins
Rich DuVarney

SCHOOL DISTRICT REPRESENTATIVES:

Jared Caylor, District Superintendent
Charlie Troughton, CUHS Principal
Jason Armstrong, Associate Principal
Brandon Lengtat, Director of Maintenance & Operations
Jessica Marquez, Administrative Assistant to Superintendent

THE CORNING UNION HIGH SCHOOL -

- 1. CALL TO ORDER:** The meeting was called to order at 5:45 p.m. by Board President Jim Bingham.
- 2. PLEDGE OF ALLEGIANCE:** Board President, Jim Bingham asked the Board and audience to stand for the flag salute.
- 3. ROLL CALL:** Board President, Jim Bingham asked for a roll call.

Attendance is as follows:

- Jim Bingham
- Todd Henderson
- Scott Patton
- William Mache
- Ken Vaughan

**4. APPROVAL OF
AGENDA/REORDERING
OF AGENDA/ADDITION
OF ITEMS:**

A motion was made by Todd Henderson and seconded by Bill Mache to approve the agenda with no changes/additions.

There being no further discussion, the Board voted unanimously to approve the agenda items with no changes.

The vote is as follows:

Ken Vaughan	Aye:	<u> X </u>	No:	<u> </u>	Absent:	<u> </u>	Abstain:	<u> </u>
William Mache	Aye:	<u> X </u>	No:	<u> </u>	Absent:	<u> </u>	Abstain:	<u> </u>
Todd Henderson	Aye:	<u> X </u>	No:	<u> </u>	Absent:	<u> </u>	Abstain:	<u> </u>
Scott Patton	Aye:	<u> X </u>	No:	<u> </u>	Absent:	<u> </u>	Abstain:	<u> </u>
Jim Bingham	Aye:	<u> X </u>	No:	<u> </u>	Absent:	<u> </u>	Abstain:	<u> </u>

5. REPORTS:

**5.1 STUDENT
BOARD MEMBER:**

Felipe Morfin reported on the following:

- Blood Drive- the goal was to donate 90 units and 5 more units were donated.
- Winter sports are beginning.
- Donations to Paradise have been made for victims of the fire.
- Facilities have been offered to help other schools during the fires.
- Canned food drive is taken place and will be distributed to those in need by the Corning Volunteer Fire Department.

**5.2 ENROLLMENT
REPORT:**

Superintendent, Jared Caylor shared the following:

District Enrollment is 1011

CUHS is 957

Centennial 31

Ind Study is 23

There are 35 more students on the main campus compared to last year.
8 more students this year compared to last year at Centennial.
Down 2 students at independent study compared to last year at this time.

Growth is holding steady.

**5.3 SUPERINTENDENT
REPORT:**

Superintendent, Jared Caylor shared the following:

Stadium Wall Painting

- Leaderships students along with CUHS Alumnus and Assistant Football Coach Jose Villalba have been working on.
- They want to paint the wall on the east side of the stadium
- Half of it would be devoted to Track and Field, the other half to Football
- Would include references to section championships one by each
- They are working on raising funds to do this

Career Technical Education

- State funding for CTE is evolving
- State has made a commitment to ongoing funding for CTE
- This year, \$300 million allocated statewide
- Half through community colleges
- Half directly to districts
- Both require applications that we'll be working on beginning in December
- Considering what current programs may need new equipment
- Considering development at Rodgers Ranch
- Considering possible new pathways in areas like Health Science and Medical Technology

Series B of bond funding

should close November 20th. \$2.7 million for bond projects. Obviously, this will be primarily devoted to classroom construction this summer.

5.4 MAINTENANCE & OPERATIONS:

Director of Maintenance and Operations, Brandon Lengtat reported on the following:

1. There are 14 full time employees in the department and 2 part time employees
2. Custodians work throughout the night to clean over 147,000 square ft. of indoor facility space throughout the district.
3. Daily sanitizing over 1,210 student desks, over 500 computer and over 140 staff desks.
4. Monthly night crew checks over 125 fire extinguishers and set up and tear down on average 8 facility use events like award banquets, board meetings blood drives and anything else requiring gym floor covers.
5. The maintenance and grounds crews work throughout the day to maintain over 2 million square ft. of district assets both inside and outside of the classroom.
6. Since July this year the day crew has completed over 200 room defect repairs from teachers, responded to over 50 written work orders from coaches. Taken care of 30 fix it tickets turned in by custodians and over 125 emailed requests from staff for repairs that have been handled.
7. Set up was completed for over 20 community events this year.
8. Day crew is routinely checking and servicing all of our movers and other equipment, our wheelchair lift, solar panels, emergency lighting, fire sprinklers, and quarterly changing all of our 176 HVAC filters.
9. Beginning in January the department will be maintaining a detailed inventory of all our department equipment and their value, make model and serial numbers.
10. Looking ahead at graduation, waxing and cleaning floors, scraping gum and summer construction.
11. Adopted 2018-19 Maintenance Budget \$465,774.
12. Current Budget Projections \$465,774 – Remaining Balance 16%, Expenditures 35% and Encumbered 49%.
13. Maintenance Budget History was shared.

Superintendent, Jared Caylor shared that the district is very lucky to have such a great maintenance department. All workers are very flexible and always get the job done.

5.5 ACADEMIC REPORT:

Music Teacher, Adriana Jimenez has been with Corning Union High School District for 4 years now and teacher's three different types of music Classes. Adriana shared the following:

- 55 students in Band, 61 in Choir, 50 in musicianship and there are 12 percussionist
- There is a need for new instruments.
- Play at football games, concerts at Chico state
- Homecoming
- Veteran's Day Parade
- Western National Band Clinic
- Winter Concert
- Round Up Parade
- Spring Concert in May

Gary Girdler, who taught music at CUHS in the 60s/70s came to visit us two weeks ago to check out the "new" band room. He recognized and dated a lot of the instruments back to the 70s, when he bought them new! He asked where our concert bass drum was and I mentioned that it was low on our priority list due to the cost of one.

During the weekend that he was here, Chico State had an alumni and friends band concert that Gary participates in every year. Adriana took 13 students to partake as well. I got to know Gary a little more and the students had many conversations with him. After the concert he joined Cindy Dixon, and the students she was driving, to dinner. He even treated everybody and a few weeks later, donated a Base drum and stand.

Adriana Jimenez shared that there is an Anaheim Festival trip in March. The group will be gone for four days. March 28th-31st is when the trip will take place. The trip is costing 53K which is a great deal. Scholarships are offered to students who cannot pay in full, one will be paid for and they are still looking for sponsors. \$903 is the cost per chaperone and music department will pay for ½ of that cost.

Board President, Jim Bingham asked Adriana if she has considered playing at the Rodgers Theater in town. He would love to have a performance there. There was some discussion about the capacity and this is something that the music department is definitely looking into.

5.6 COUNSELING REPORT:

Head Counselor, Clementina Torres thanked the Board for the invitation. she has been working at Corning Union High School for 14 years. She originally started as a bilingual counselor and wanted to share a glimpse of counseling. Clementina Torres shared the following:

- Lyndsey Nye and Janet Lawrence are the other two counselors.
- Counseling has been through some changes with the loss of two counselors and the change in Administrative oversight.
- Counselors and Administration meet every other week and informally every other day.
- Communication with parents and students.
- Counselors are assigned by last name. Clementina works with more EL students and Lyndsey Nye works with resource students and students with special needs.
- The counselors work extra days before school starts to finalize schedules, complete enrollment and prepare for enrollment before school starts.
- Counselors review, identify students with missing credits and the goals is to meet with parents and student to prepare for graduation and post-secondary education.

Board President, Jim Bingham asked if someone else could review these documents other than a counselor. Clementina Torres shared that it is more detailed than that. Other highlights in counseling included:

- Senior Planning
- Financial Aid
- College Applications
- Shasta College preview day
- Chico State preview day
- Cash for College
- FAFSA & Dream Act applications assistance
- PSAT

Board Member, Scott Patton's asked if there were options for students who did not qualify for assistance. The counselors and Administrator, Jason Armstrong shared that all students are offered the opportunity to attend. The FAFSA application has to be completed regardless and College and Career day is put on by the Career Center. Dennis Wyman is the Career Center Technician who prepares for this event.

Clementina Torres shared that there are many other things that the counselors do to help the students on a daily basis. There are always personal and social struggles that the students come to counseling for. Some students suffer from depression, suicide, and conflict with parents, pregnancy and problems at home with their parents. These students are typically sent to counseling and then some are sent to the HOPE Center for additional resources that that district offers to them.

In closing, Clementina Torres thanked the Board and audience for allowing her to be here to report the day to day of counselors. She is very proud to work with the students and staff of Corning Union High School District.

**5.7 WILLIAMS
SETTLEMENT
VISITATION REPORT:**

Tehama County Superintendent, Rich DuVarney was here to report on the Williams Settlement visit and also to complete his annual visit. He thanked the Board and also apologized for having to be here for the Williams Settlement Visitation Report. He understands that it has been many years that Corning Union High School District has been caught in the cycle of having to be monitored. The County is looking at pushing through legislation to get it off of the EdCode to deal with this in another manner.

California Education Code Section 1240 (Williams Settlement Legislation) requires that Tehama County Department of Education visit schools identified as Decile 1-3 in the county. The report presents the result of the recent visit and review of Corning Union High School on September 5, 2018.

Rich DuVarney shared that many schools had to close school on Friday, November 16th due to the fires and it will be interesting to see how many students the districts receive as a result of the fires. He also shared that Tehama County Department of Education has a new Dashboard LCAP Division set up with one Administrator overseeing this division.

In closing, Rich DuVarney shared that Corning High School is moving in a great direction and appreciates the Board, Administration and Staff for all of their many efforts within the district.

**6. PUBLIC COMMENT
ON CLOSED SESSION:**

There was no public comment.

**7. ADJOURN TO
CLOSED SESSION:**

The Board adjourned to closed session at 7:01 p.m.

**8. REOPEN TO PUBLIC
SESSION:**

The Board reopened to public session at 8:15 p.m.

**9. ANNOUNCEMENT
OF ACTION TAKEN
IN CLOSED SESSION:**

Superintendent, Jared Caylor reported that there was no reportable action taken in closed session.

**10. CONSENT AGENDA
ITEMS:**

A motion was made by Scott Patton and seconded by Ken Vaughan to approve the consent agenda items.

The vote is as follows:

Ken Vaughan	Aye: <u> X </u>	No: <u> </u>	Absent: <u> </u>	Abstain: <u> </u>
William Mache	Aye: <u> X </u>	No: <u> </u>	Absent: <u> </u>	Abstain: <u> </u>
Todd Henderson	Aye: <u> X </u>	No: <u> </u>	Absent: <u> </u>	Abstain: <u> </u>
Scott Patton	Aye: <u> X </u>	No: <u> </u>	Absent: <u> </u>	Abstain: <u> </u>
Jim Bingham	Aye: <u> X </u>	No: <u> </u>	Absent: <u> </u>	Abstain: <u> </u>

**10.1 REGULAR
MINUTES:**

Approval of Board Minutes of October 25, 2018

**10.2 APPROVAL
OF WARRANTS:**

40172470-40172472, 40172472-40172490, 40172490-40172764
40172765-40172788, 40172789-40173162, 40173163-40173182
40173455-40173477, 40173477-40173491, 40173492-40173933
40173933-40173949, 40173950-40173960

Ck # 14074369 \$9,037.52

**10.3 INTERDISTRICT
ATTENDANCE
REQUEST:**

Interdistrict Attendance Request: Baylie Belew, Arturo Carpenter
Addie Galantine

**10.4 HUMAN
RESOURCE
REPORT:**

Tiffanie Morrow	ATP Position Effective 11/1/18	reclassify to fill vacancy
Morgan Randall	CMUG Effective 11/2/18	fill vacant position
Jessica Marquez	STARS Stipend	End stipend
Christine Towne	MAA	End stipend
Christine Towne	STARS Support	Reduce to \$3000 end stipend 6/30/20

**10.5 AMENDED MOU
BETWEEN TCDE &
CUHSD FOR TUPE
PROGRAM:**

The agreement is between TCDE, TUPE Program and CUHSD for provision of a tobacco Coordinator for Centennial High School. The agreement if July 1, 2018 through June 30, 2019.

11. PUBLIC COMMENT:

There was no public comment.

**12.1 PUBLIC
DISCLOSURE:**

In accordance with AB1200 and Government Code Section 3547.5, the Tehama County Superintendent of Schools has received copies of the Disclosure of Collective Bargaining Agreement for the tentative Settlement with the Corning Union High school Education Support Professionals. This is an informational item only. No action is needed.

**12.2 PUBLIC
DISCLOSURE:**

In accordance with AB1200 and Government Code Section 3547.5, the Tehama County Superintendent of Schools has received copies of the Disclosure of Collective Bargaining Agreement for the tentative Settlement with the Corning Independent Teachers Association. This is an informational item only. No action is needed.

**12.3 RATIFICATION
OF TENTATIVE
AGREEMENT
BETWEEN CUHSD
& CITA:**

A motion was made by Scott Patton and seconded by Ken Vaughan to approve the agreement between the District and the CUHSD CITA Certificated Union. There being no further discussion, the Board voted unanimously to approve the agreement.

The vote is as follows:

Ken Vaughan	Aye: <u>X</u>	No: _____	Absent: _____	Abstain: _____
William Mache	Aye: <u>X</u>	No: _____	Absent: _____	Abstain: _____
Todd Henderson	Aye: <u>X</u>	No: _____	Absent: _____	Abstain: _____
Scott Patton	Aye: <u>X</u>	No: _____	Absent: _____	Abstain: _____
Jim Bingham	Aye: <u>X</u>	No: _____	Absent: _____	Abstain: _____

**12.4 RATIFICATION
OF TENTATIVE
AGREEMENT
BETWEEN CUHSD
& CUHS ESP/
CTA/NEA:**

A motion was made by Todd Henderson and seconded by Ken Vaughan to approve the agreement between the District and the CUHS Educational Support Professionals (ESP) Classified Union. There being no further discussion, the Board voted unanimously to approve the agreement.

The vote is as follows:

Ken Vaughan	Aye: <u>X</u>	No: _____	Absent: _____	Abstain: _____
William Mache	Aye: <u>X</u>	No: _____	Absent: _____	Abstain: _____
Todd Henderson	Aye: <u>X</u>	No: _____	Absent: _____	Abstain: _____
Scott Patton	Aye: <u>X</u>	No: _____	Absent: _____	Abstain: _____
Jim Bingham	Aye: <u>X</u>	No: _____	Absent: _____	Abstain: _____

**12.5 RATIFICATION
CLASSIFIED MANAGEMENT
/CONFIDENTIAL
SALARY SCHEDULE:**

A motion was made by Scott Patton and seconded by Todd Henderson to approve the Classified Management/Confidential Salary Schedule. There being no further discussion, the Board voted unanimously to approve the salary schedule.

The vote is as follows:

Ken Vaughan	Aye: <u>X</u>	No: _____	Absent: _____	Abstain: _____
William Mache	Aye: <u>X</u>	No: _____	Absent: _____	Abstain: _____
Todd Henderson	Aye: <u>X</u>	No: _____	Absent: _____	Abstain: _____
Scott Patton	Aye: <u>X</u>	No: _____	Absent: _____	Abstain: _____
Jim Bingham	Aye: <u>X</u>	No: _____	Absent: _____	Abstain: _____

**12.6 RATIFICATION
ADMINISTRATIVE
SALARY SCHEDULE:**

A motion was made by Scott Patton and seconded by Todd Henderson to approve the Administrative Salary Schedule. There being no further discussion, the Board voted unanimously to approve the Administrative Salary Schedule.

The vote is as follows:

Ken Vaughan	Aye: <u>X</u>	No: _____	Absent: _____	Abstain: _____
William Mache	Aye: <u>X</u>	No: _____	Absent: _____	Abstain: _____
Todd Henderson	Aye: <u>X</u>	No: _____	Absent: _____	Abstain: _____
Scott Patton	Aye: <u>X</u>	No: _____	Absent: _____	Abstain: _____
Jim Bingham	Aye: <u>X</u>	No: _____	Absent: _____	Abstain: _____

**12.7 RATIFICATION
OF THE TENTATIVE
AGREEMENT BETWEEN
CUHSD &
SUPERINTENDENT:**

A motion was made by Bill Mache and seconded by Ken Vaughan to approve the Tentative Agreement between CUHSD & Superintendent. There being no further discussion, the Board voted unanimously to approve the agreement.

The vote is as follows:

Ken Vaughan	Aye: <u>X</u>	No: _____	Absent: _____	Abstain: _____
William Mache	Aye: <u>X</u>	No: _____	Absent: _____	Abstain: _____
Todd Henderson	Aye: <u>X</u>	No: _____	Absent: _____	Abstain: _____
Scott Patton	Aye: <u>X</u>	No: _____	Absent: _____	Abstain: _____
Jim Bingham	Aye: <u>X</u>	No: _____	Absent: _____	Abstain: _____

**12.8 FUTURE
AGENDA
ITEMS:**

Superintendent, Jared Caylor shared that next month is the annual organizational meeting where a new Board President and Clerk will be elected. Eric Moxon will also be here to report and the district will Prepare some funding information for the Ranch along with some information on the orchard planning.

13. ADJOURNMENT:

A motion was made by Scott Patton and seconded by Ken Vaughan to adjourn the meeting. The meeting adjourned at p.m.

Approved

James Bingham, President

Todd Henderson, Clerk

Corning Union High School District Regular School Board Meeting

Date of Meeting: November 15, 2018

Time of Meeting: 5:45 P.M.

Place of Meeting: Corning Union High School Library

Public Comment: Citizens wishing to address the Board of Trustees in a Board meeting should first complete a public comment card. The cards are available with the District Administrative Assistant and should be completed prior to the public comment agenda item on which you wish to speak.

Agenda

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA/REORDERING OF AGENDA/ADDITION OF ITEMS Discussion/Action
5. REPORTS

5.1	Student Board Member Report- Felipe Morfin	Information
5.2	Enrollment Report- Superintendent Jared Caylor	Information
5.3	Superintendent Report - Superintendent Jared Caylor	Information
5.4	Maintenance & Operations Report- Director Brandon Lengtat	Information
5.5	Academic Report- Music Instructor Adriana Jimenez	Information
5.6	Counseling Report- Department Chair Clementina Torres	Information
5.7	Williams Settlement Visitation Report- Rich DuVarney TCDE	Information

6. PUBLIC COMMENT ON CLOSED SESSION

Under this item on the Agenda, the public is invited to address the Board regarding items that will be discussed in closed session. Individual speakers will be allowed up to 3 minutes to address the board. The Board shall limit the total time for public input to 20 minutes. Please note that Government Code Section 54954.2(a) limits the ability of Board Members to respond to public comments. In addition, the Board may not take action on any item which is not on this agenda except as authorized by Government Code 54954.2.

7. ADJOURN TO CLOSED SESSION

7.1 CONFERENCE WITH LABOR NEGOTIATOR

District Representative: Superintendent Jared Caylor
Employee Organizations: ESP and CITA

7.2 CONFERENCE WITH LABOR NEGOTIATOR

District Representative: Board Clerk Todd Henderson
Unrepresented Employee: Superintendent Jared Caylor

7.3 CONFERENCE WITH LABOR NEGOTIATOR

District Representative: Superintendent Jared Caylor
Unrepresented Employees: Certificated Management, Classified Management, Confidential

7.4 CONFERENCE WITH LEGAL COUNSEL

Anticipated Litigation
No. of Cases: 1

8. REOPEN TO PUBLIC SESSION

9. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION, IF ANY

10. CONSENT AGENDA ITEMS

Discussion/Action

All matters listed under the consent agenda are considered by the Board to be routine and will be enacted by the Board in one motion. Requests by a member of the Board to have any item removed from the consent agenda for discussion will be honored without debate. Requests by the public to have an item taken off the consent agenda will be considered prior to the Board taking action.

10.1 Approval of Regular Board Minutes of October 25, 2018

10.2 Approval of Warrants

10.3 Interdistrict Attendance Requests

10.4 Human Resources Report

10.5 Amended MOU between TCDE & CUHSD for the TUPE Program

11. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

The board wishes to obtain complete information on all matters within its jurisdiction. Individual speakers will be allowed up to 3 minutes to address the board. The Board shall limit the total time for public input to 20 minutes. Please note that Government Code Section 54954.2(a) limits the ability of Board Members to respond to public comments. In addition, the Board may not take action on any item which is not on this agenda except as authorized by Government Code 54954.2.

12. ITEMS FOR ACTION AND DISCUSSION

12.1 Public Disclosure of Collective Bargaining Agreement

Info/Discussion

In accordance with AB 1200 and Government Coded Section 3547.5, Tehama County Superintendent of Schools has received copies of the Disclosure of Collective Bargaining Agreement for the tentative settlement with the Corning Union High School Educational Support Professionals.

12.2 Public Disclosure of Collective Bargaining Agreement

Info/Discussion

In accordance with AB 1200 and Government Coded Section 3547.5, Tehama County Superintendent of Schools has received copies of the

Disclosure of Collective Bargaining Agreement for the tentative settlement with the Corning Independent Teachers Association.

12.3 Ratification of the tentative agreement between CUHSD & CITA Info/Action

The Board will be asked approve the tentative agreement between CUHSD & CITA for the 2018-19 school year.

12.4 Ratification of the tentative agreement between CUHSD & CUHS ESP/CTA/ NEA Info/Action

The Board will be asked approve the tentative agreement between CUHSD & CUHS ESP/CTA/NEA for the 2018-19 school year.

12.5 Ratification of Classified Management/Confidential Salary Schedule- Info/Action

The Board will be asked approve the revised Classified Management/Confidential salary schedule for the 2018-19 school year.

12.6 Ratification of the Administrative Salary Schedule Info/Action

The Board will be asked approve the Administrative salary schedule for the 2018-19 school year.

12.7 Ratification of the tentative agreement between CUHSD & Superintendent- Info/Action

The Board will be asked approve the contract between CUHSD & the District Superintendent.

12.8 Future Agenda Items Discussion

The Board will discuss the need for any future agenda items.

13. ADJOURNMENT

Request for documents that are public record and are provided at the time of the meeting to a majority of the Governing Board regarding an open session item will be made available for the public inspection upon request to the Superintendent's Office located at 643 Blackburn Avenue, Corning, CA during normal business hours. Any individual that requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting should contact the Superintendent's Office. The Board of Trustees recognizes that the district has the primary responsibility to ensure compliance with applicable state and federal laws and regulations governing educational programs. The Board encourages the early, informal resolution of complaints whenever possible and appropriate. The Board has also adopted policy and procedures for resolving complaints which cannot be resolved through an informal process. The Board has designated Jared Caylor, Superintendent as the compliance officer for complaints. All complaints shall be filed at the district office, 643 Blackburn Ave, Corning, CA 96021.

2018 Maintenance and Operations Board Report



We have 14 full time employees in our department including myself and 2 part time employees.

2018 CUHS HOMECOMING



Our custodians currently work throughout the night to clean over 147,000 sq ft of indoor facility space throughout the District. That's an average of 3,000 sq ft cleaned per hour, considerably higher than industry standards.

Corning Union High School District Maintenance and Operations 2014

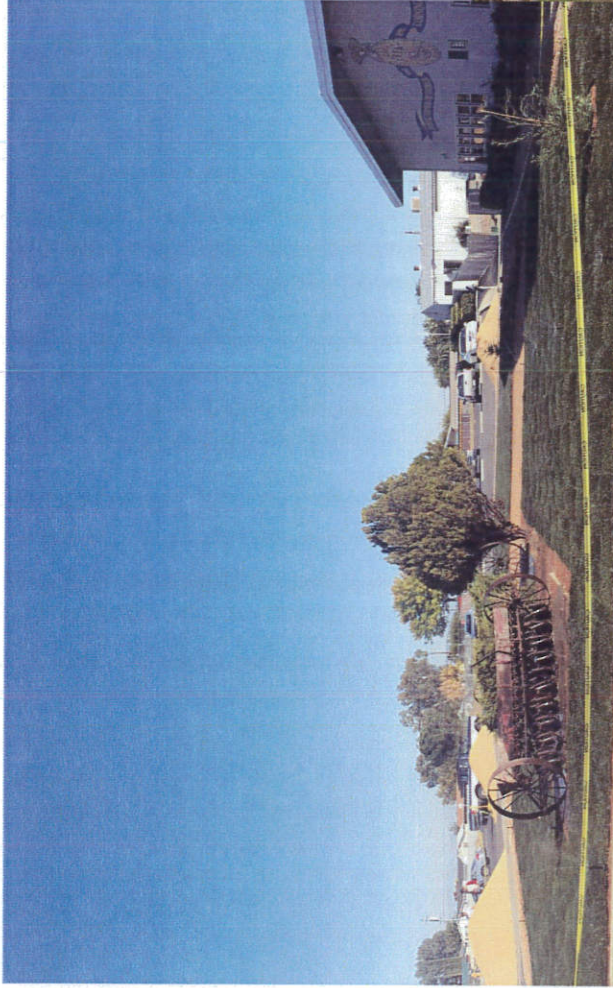


We are daily sanitizing over 1,200 student desks, over 500 computer stations, over 140 staff desks and we empty over 300 trash cans.

Monthly our night crew checks over 125 fire extinguishers and setup and teardown on average a facility use events like award banquets, Board meetings, blood drives and anything else requiring gym floor covers

Beginning in January we are implementing a daily checklist to help keep track of everything that we are responsible for within the custodial department. We don't anticipate fewer things to do looking ahead.

I'll periodically come across something in the news and post it in our office when it's reporting a school closure due to mold or lice or bed bugs or sometimes mice or rats, grateful for everyone who works behind the scenes keeping our school from making the news in one of those ways.



The maintenance and grounds crews work throughout the day to maintain over 2 million sq ft of District assets both inside and outside of the classroom.

Since July this year our day crew has completed over 200 room defect repairs from teachers, responded to over 50 written work orders from coaches. They've taken care of 30 fix it tickets turned in by our custodians and there have been over 125 emailed requests from staff for repairs that have been handled.

We've helped organize and set up over 90 student events ranging from athletics to dances, college fairs and student pictures, testing and assemblies where we hoist up the infamous "Big Screen."



The maintenance and grounds crews work throughout the day to maintain over 2 million sq ft of District assets both inside and outside of the classroom.

Since July this year our day crew has completed over 200 room defect repairs from teachers, responded to over 50 written work orders from coaches. They've taken care of 30 fix it tickets turned in by our custodians and there have been over 125 emailed requests from staff for repairs that have been handled.

We've helped organize and set up over 90 student events ranging from athletics to dances, college fairs and student pictures, testing and assemblies where we hoist up the infamous "Big Screen."

FIX IT TICKET

CORNING UNION HIGH SCHOOL
MAINTENANCE DEPARTMENT

THE FOLLOWING ITEM/S NEED REPAIR

DETAILS:

We've also set up for over 20 community events this year including youth football games, cheer competitions, AAU basketball, PAL's wrestling, various fundraisers and community club events like 4th, and the unfortunate but always an honor celebration of life services.

SIGNED: _____

DATE: _____

Monthly our Day Crew is routinely checking and servicing all of our movers and other equipment, our wheelchair lift, solar panels, emergency lighting, fire sprinklers, and quarterly changing all of our 176 HVAC filters.

Beginning in January we will be maintaining a detailed inventory of all our departments equipment and their value, make, model and serial numbers.

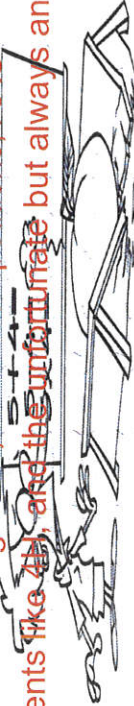
CORNING UNION HIGH SCHOOL ROOM DEFECTS CHECK OUT FORM

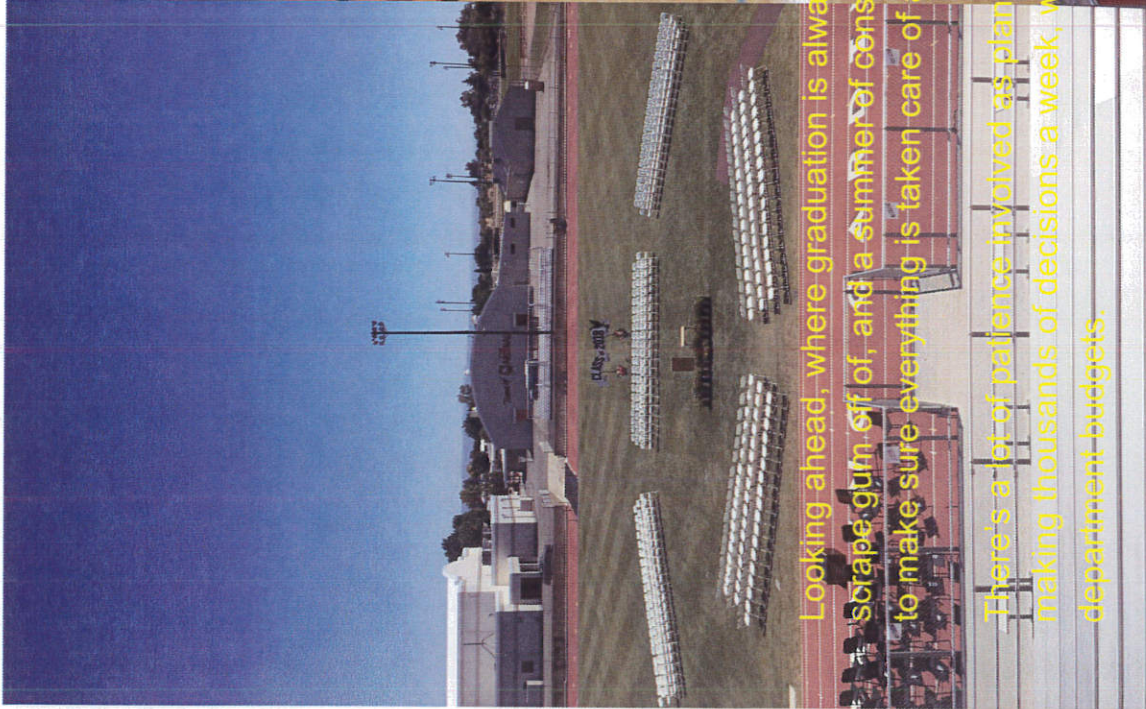
ROOM # _____

PLEASE GIVE A DETAILED DESCRIPTION OF ALL DEFECTS IN YOUR ROOM THAT ARE IN NEED OF REPAIR OVER SUMMER. Thank you.

SIGNED: _____

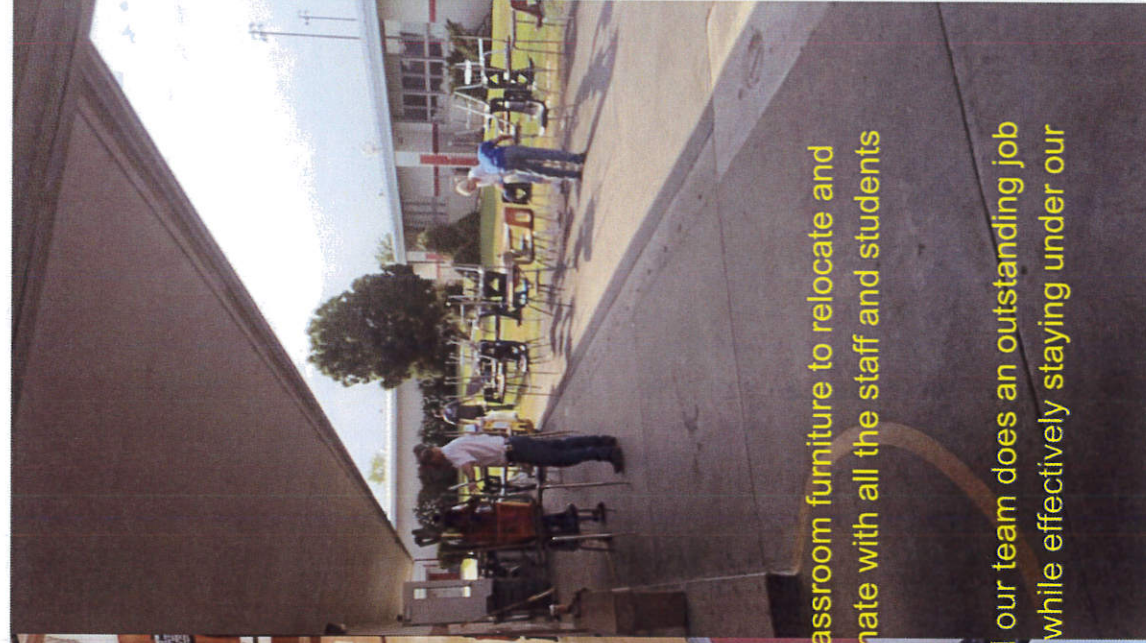
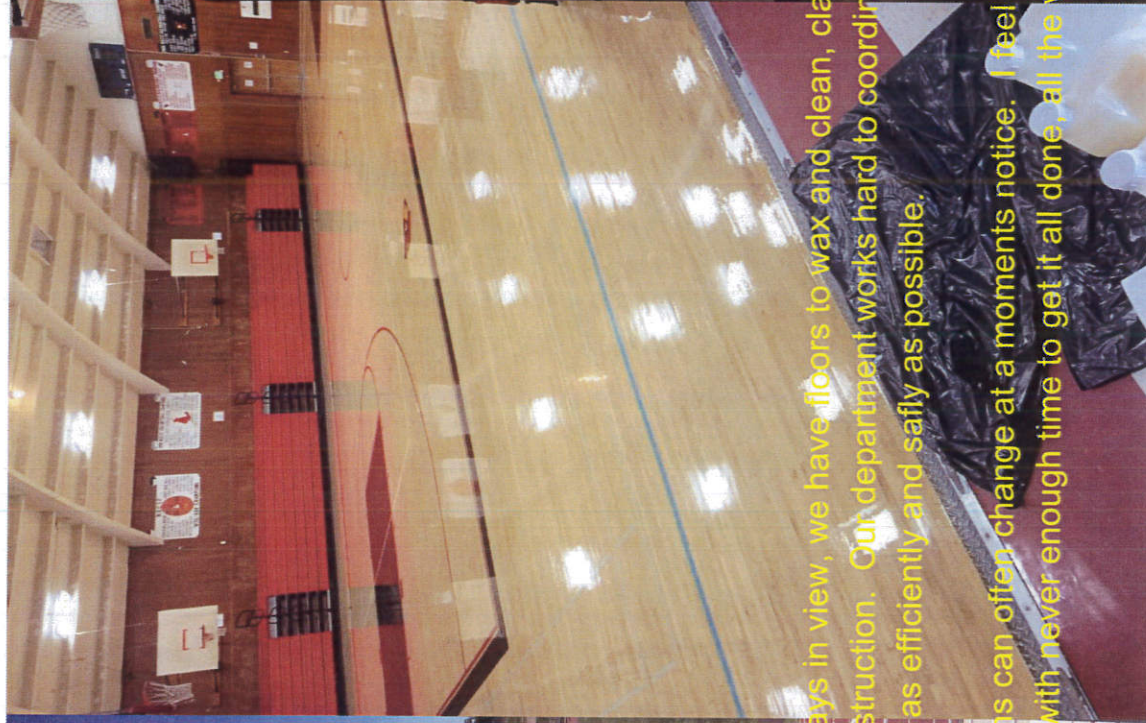
DATE: _____



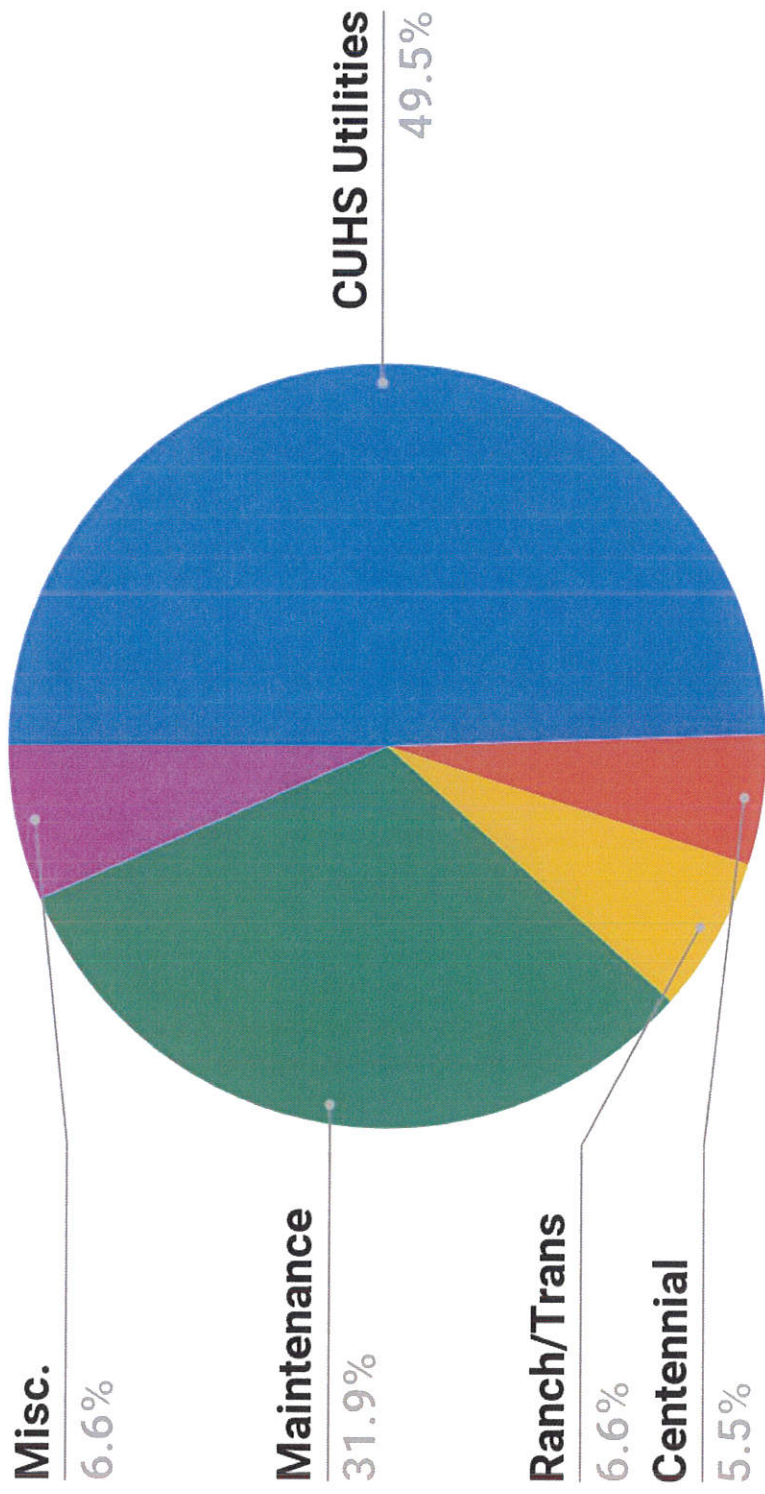


Looking ahead, where graduation is always in view, we have floors to wax and clean, classroom furniture to relocate and scrape gum off of, and a summer of construction. Our department works hard to coordinate with all the staff and students to make sure everything is taken care of as efficiently and safely as possible.

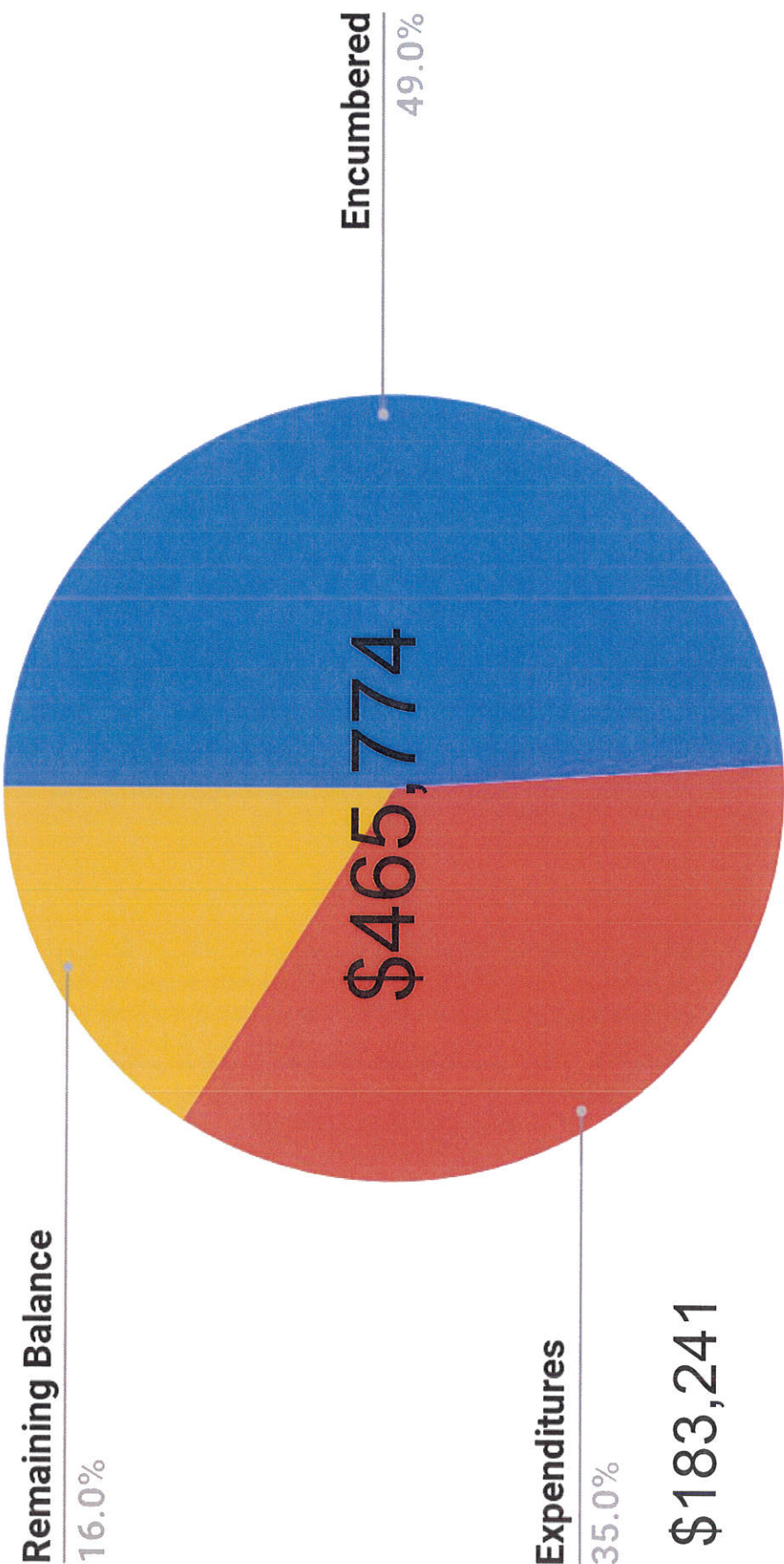
There's a lot of patience involved as plans can often change at a moments notice. I feel our team does an outstanding job making thousands of decisions a week, with never enough time to get it all done, all the while effectively staying under our department budgets.



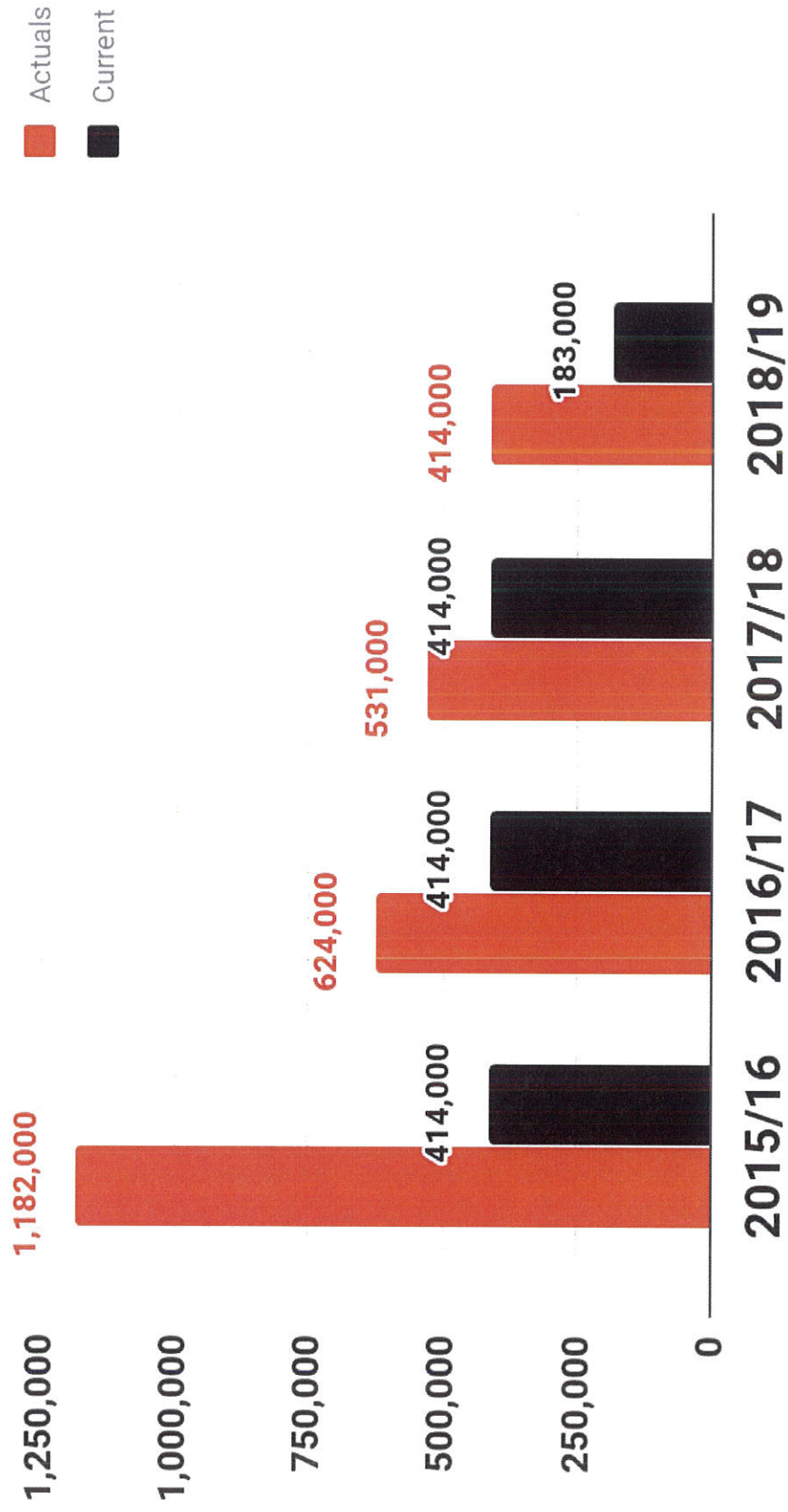
Adopted 2018-19 Maintenance Budget \$465,774



Current Budget Projections



Maintenance Budget History



Month	CUHS	IND	CEN	District Totals
September	968	15	34	1017
October	960	22	31	1013
November	957	23	31	1011
December				
January				
February				
March				
April				
May				
June				

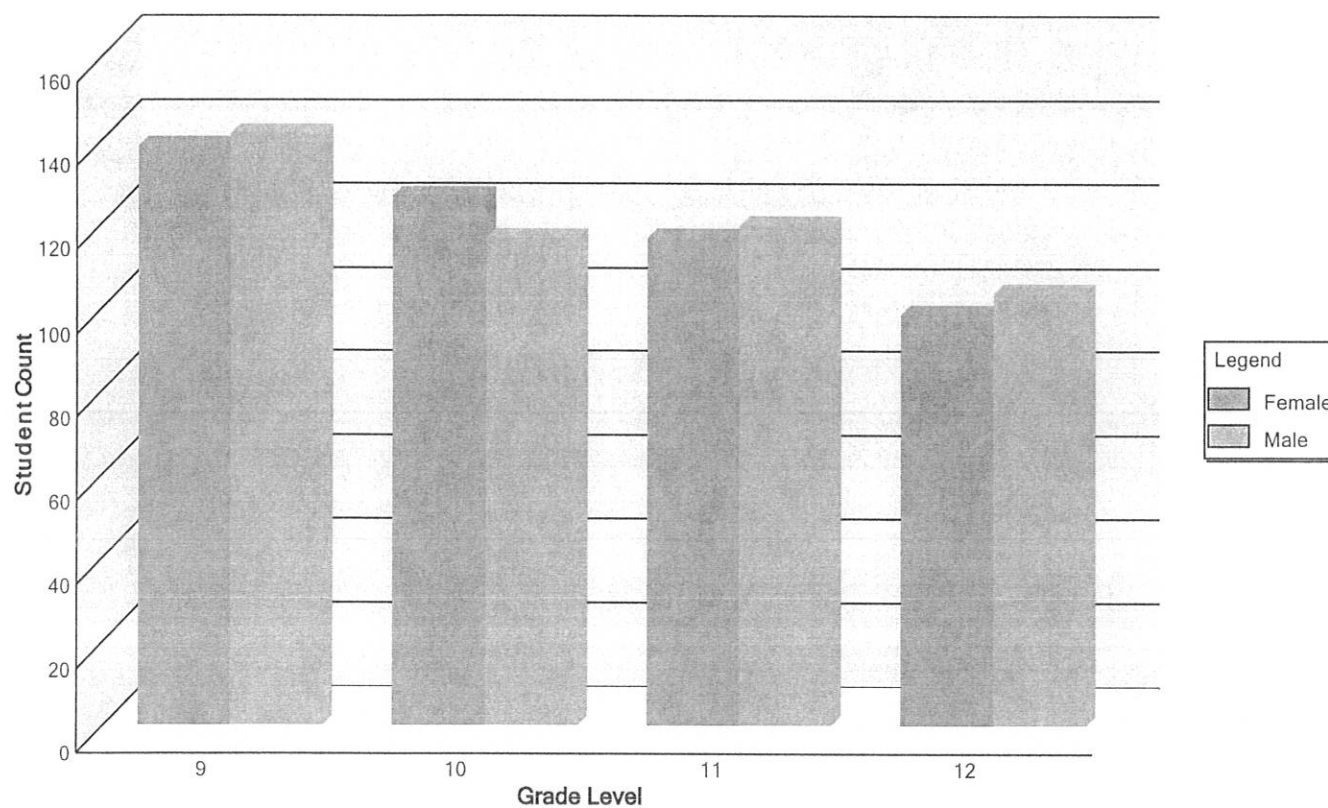
Corning Union High School

11/15/2018

2018-2019

Student Distribution Report

Page 1



Grade	Female	Male	Total
9	138	141	279
10	126	116	242
11	116	119	235
12	98	103	201
Totals:	478	479	957

Note: Totals include special education students.

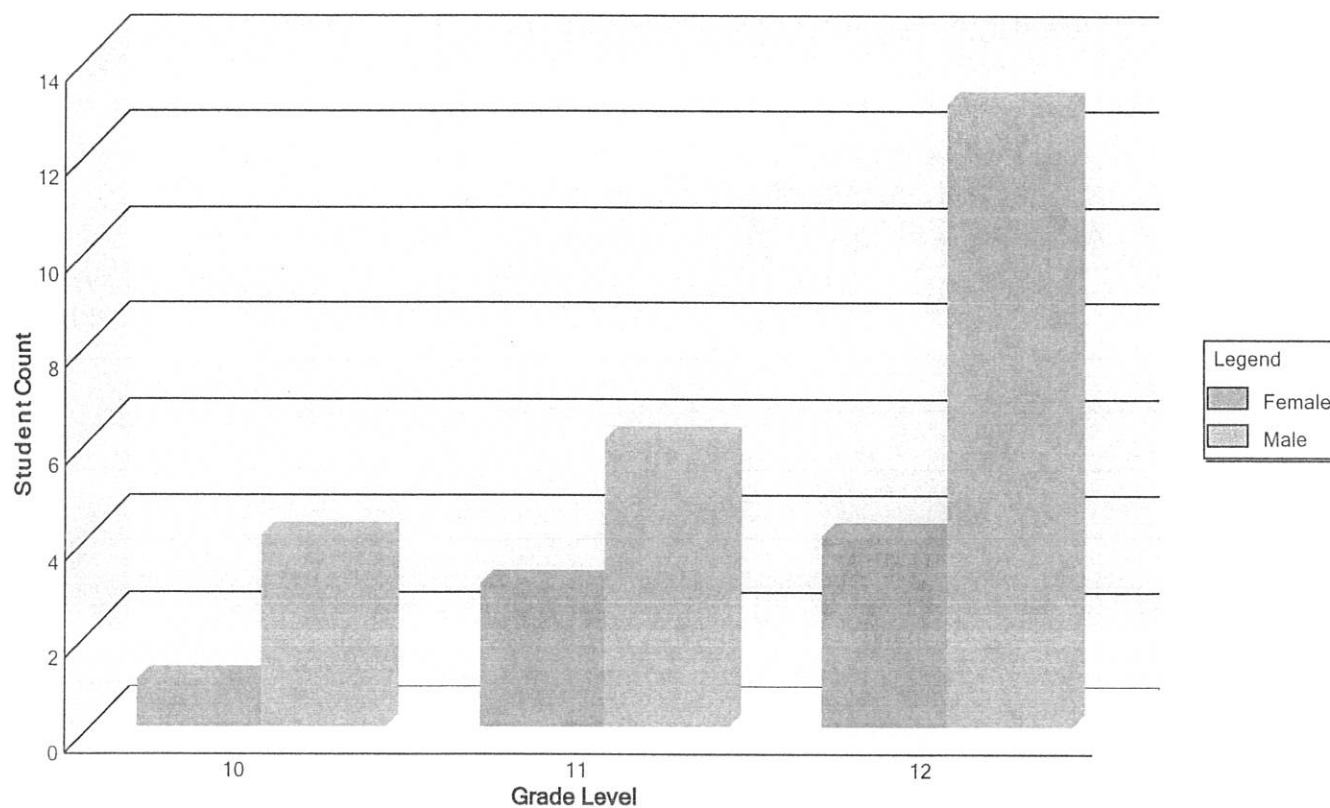
Centennial Continuation High School

2018-2019

Student Distribution Report

11/15/2018

Page 1



Grade	Female	Male	Total
10	1	4	5
11	3	6	9
12	4	13	17
Totals:	8	23	31

Note: Totals include special education students.

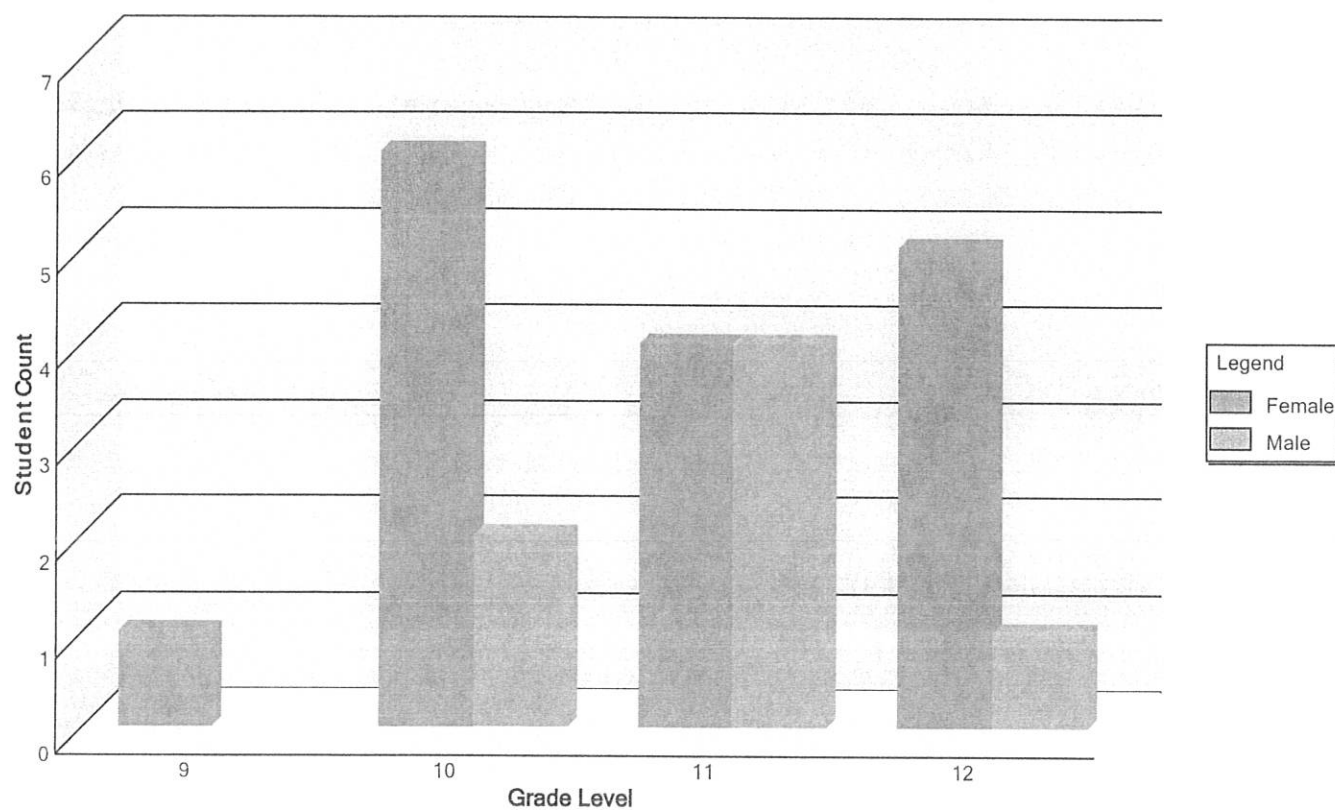
Corning Independent Study HS

2018-2019

Student Distribution Report

11/15/2018

Page 1



Grade	Female	Male	Total
9	1	0	1
10	6	2	8
11	4	4	8
12	5	1	6
Totals:	16	7	23

Note: Totals include special education students.



Tehama County Department of Education

Williams Settlement – Corning Union High School - November 2018

Background: the Case and Settlement

- On May 17, 2000, The ACLU, Public Advocates, Mexican American Legal Defense and Educational Fund, and other civil rights organizations filed a class-action lawsuit on behalf of public school students against the State of California.
- The case argued that the state and its agencies were denying thousands of California students their fundamental right to an education under the California Constitution by failing to provide them with the basic resources necessary for that education.
- The Williams suit highlighted the fact that the State operated thousands of classrooms without enough textbooks for students; provided school facilities that were overcrowded, in disrepair, and unhealthy for students; and employed many under-trained teachers in California public schools.
- Williams called on the State to create standards for the following:
 - Basic educational materials,
 - A system of management and oversight, and
 - Accountability to ensure schools live up to these standards.

Statutory Changes: Eligible Schools

- Beginning with 2007-08 academic year, County Superintendents of Schools must visit and review all schools scoring in deciles 1-3 on the previous year base Academic Performance Index (API).
- The school eligibility list is required to be updated every three (3) years.
 - The latest update was based on the 2012 base API for visits beginning in 2013-14.
- CCSESA is required to develop a standardized reporting template for use by county superintendents in reporting observations from each school visit related to:
 - facility conditions
 - sufficiency of instructional materials
 - teacher assignments and vacancies
 - the accuracy of the School Accountability Report Card (SARC)
 - UPC-Uniform Complaint Procedure Notifications
- District must perform self-evaluations to ensure compliance in the following:
 - Conditions of facilities (good or excellent repair)
 - Availability of textbooks and instructional materials (to use in class and take home)
 - Teacher misassignments and vacancies (credential/EL/assignment of instruction)
 - Compliance reported on School Accountability Report Card and made available to all parents and to the public
- The County Superintendent, or a designee, must conduct an annual review of self-evaluation and a site visit within the first 20 days of the start of the school year. Also, County Offices of Education are to annually monitor, review, and report on teacher assignments and teacher vacancies.
- All findings are to be reported to district superintendent for corrections.

Statutory Changes: Annual Reporting Requirements

- Beginning with 2007-08 academic year, the County Superintendent shall submit annual review reports at a “regularly scheduled” board meeting in **November** to:
 - School district Governing Board
 - County Board of Education
 - County Board of Supervisors

School Site Visit and Review

- Corning High School:
 - Site visit occurred on September 5, 2018.
 - Sufficient instructional materials were available in five subject areas (ELA, math, history/social science, science, foreign language, and science laboratory equipment.). Instructional materials identified on the 2018-19 Instructional Materials Survey included some English literature titles that teachers reported not currently in use. These materials were noted in the written report and will be removed from the Instructional Materials list.
 - The condition of the facilities was good to excellent.
 - English copies of Uniform Complaint Forms were posted in all classrooms visited; a Spanish template was provided to school administration by the monitoring team with the request to copy and post in all classrooms.
 - SARC data were up to date, contained accurate data and posted on the school website.
 - The monitoring review of 2017-18 teacher misassignments and vacancies was completed in June of 2018. No teacher misassignments were found. The district does not have a certified library media specialist. It is recommended that the district determine how to provide certified library media services.
 - Monitor and review of 2018-19 teacher misassignments and vacancies is due June 2019.

The Future of Williams

- Throughout the era of categorical flexibility and this comprehensive overhaul of the State’s education finance system, *Williams* has been expressly retained.
- California Department of Education and the State Board of Education have made it clear that the standards established by the *Williams* Settlement are just as vital and authoritative now as they were when they were first enacted over ten years ago.
- Compliance with *Williams* requirements is the **first** of eight state accountability priorities identified by the LCFF legislation and required in the district LCAP.



Tehama County Department of Education

1135 Lincoln Street Red Bluff CA 96080 | 530.527.5811 | www.tehamaschools.org

Rich DuVarney
Tehama County
Superintendent
of Schools

Williams Settlement Overview

October 10, 2018

Corning Union High School District
643 Blackburn Ave.
Corning, CA 96021-3505

Dear Corning Union High School Board Members:

California Education Code Section 1240 (Williams Settlement Legislation) requires that Tehama County Department of Education visit schools identified as Decile 1-3 in our county. While California schools are no longer identified on the Decile Scale, this legislation continues to require schools identified during the 2012-2013 school year to be reviewed. The required areas of review for this visit are noted below:

1. Monitor "sufficient" standards-aligned instructional materials in seven core subject areas for the high school (English language arts, mathematics, history/social science, science, science laboratory equipment, foreign language, and health);
2. Monitor any facility condition that "poses an emergency or urgent threat to the health or safety of pupils or staff;"
3. Review to determine if the school has provided accurate data on the annual School Accountability Report Card (SARC) related to the sufficiency of instructional materials and the safety, cleanliness, and adequacy of school facilities, including "good repair;"
4. Monitor and review teacher misassignments and teacher vacancies; and
5. Receive quarterly reports on complaints filed within the school district concerning insufficient instructional materials, teacher vacancies and misassignments, and emergency or urgent facilities issues under the Uniform Complaint Procedure.

This report presents the results of our recent visit and review of Corning High School on September 5, 2018.

- "Sufficient" standards-aligned instructional materials were available in the five core subject areas monitored.
- The condition of the facilities was devoid of any health or safety threat to pupils or staff.

Serving Students, Schools, and the Community

Antelope | Corning Elementary | Corning High | Elkins | Evergreen | Flournoy | Gerber | Kirkwood
Lassen View | Los Molinos | Red Bluff Elementary | Red Bluff High | Reeds Creek | Richfield

- The annual School Accountability Report Card (SARC) is current, and is posted on the school website.
- The annual Facilities Inspection Tool (FIT) report is current and contains accurate data.
- The monitoring and review of 2017-18 teacher misassignments and vacancies was completed on June 30, 2018 and identifies no teacher misassignments. The district does not have a certified library media specialist. It is recommended that the district determine how to provide certified library media services.
- The monitoring and review of 2018-19 teacher misassignments and vacancies will be conducted by Lynda Sims, TCDE Credential Technician, and is due for completion in June 2019.
- Universal Complaint Forms were posted in all monitored classrooms and quarterly reports will be reviewed on a consistent basis throughout the year. Currently, there are no outstanding complaints. While the Uniform Complaint data are not mandated to be a part of this report, they are included so that you and the citizens of our community may have a complete understanding of the environment in which Corning Union High School is operating.

We would like to thank the Corning Union High School staff and administration for providing our team with the necessary information to conduct our review and we extend our appreciation for their professionalism in addressing the compliance requirements for the Williams Settlement Legislation.

Sincerely,



M. Karin Matray
Associate Superintendent



Jim Southwick
Assistant Superintendent

Lorna Manuel
Administrator,
Educational Support Services



Jacki Roach
Administrator,
LCAP/Differentiated Assistance

Laura Ortega
Consultant, Title III/ELD



Tehama County Department of Education

Rich DuVarney
Tehama County
Superintendent
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M. Karin Matray
Associate Superintendent



Jim Southwick
Assistant Superintendent

Lorna Manuel
Administrator,
Educational Support Services



Jacki Roach
Administrator,
LCAP/Differentiated Assistance

Laura Ortega
Consultant, Title III/ELD

Corning Union High School Regular School Board Meeting

DATE October 25, 2018

TYPE OF MEETING:
Regular

TIME: 5:45 P.M.

MEMBERS ABSENT:

PLACE: Corning Union High School
North Conference Room

VISITORS:
Deanna Glover, Dave Tinker

MEMBERS PRESENT:

Jim Bingham, Scott Patton
Todd Henderson
William Mache, Ken Vaughan

SCHOOL DISTRICT REPRESENTATIVES:

Jared Caylor, District Superintendent
Charlie Troughton, CUHS Principal
Christine Towne, Chief Business Official
Jason Armstrong, Associate Principal
Ken Husband, Director of Transportation
Jessica Marquez, Administrative Assistant to Superintendent

THE CORNING UNION HIGH SCHOOL -

- 1. CALL TO ORDER:** The meeting was called to order at 5:45 p.m. by Board President Jim Bingham.
- 2. PLEDGE OF ALLEGIANCE:** Board President, Jim Bingham asked the Board and audience to stand for the flag salute.
- 3. ROLL CALL:** Board President, Jim Bingham asked for a roll call.

Attendance is as follows:

- Jim Bingham
- Todd Henderson
- Scott Patton
- William Mache
- Ken Vaughan

**4. APPROVAL OF
AGENDA/REORDERING
OF AGENDA/ADDITION
OF ITEMS:**

A motion was made by Ken Vaughan and seconded by Todd Henderson to approve the agenda with no changes/additions.

There being no further discussion, the Board voted unanimously to approve the agenda items with no changes.

The vote is as follows:

Ken Vaughan	Aye: <u> X </u>	No: <u> </u>	Absent: <u> </u>	Abstain: <u> </u>
William Mache	Aye: <u> X </u>	No: <u> </u>	Absent: <u> </u>	Abstain: <u> </u>
Todd Henderson	Aye: <u> X </u>	No: <u> </u>	Absent: <u> </u>	Abstain: <u> </u>
Scott Patton	Aye: <u> X </u>	No: <u> </u>	Absent: <u> </u>	Abstain: <u> </u>
Jim Bingham	Aye: <u> X </u>	No: <u> </u>	Absent: <u> </u>	Abstain: <u> </u>

5. REPORTS:

**5.1 STUDENT
BOARD MEMBER:**

Felipe Morfin reported on the following:

- Homecoming was a success. The floats turned out really well.
- Homecoming dance was a success and was well decorated.
- Golden Grads felt like royalty at homecoming.
- Band had a base donated by a past Alumni and the department and teacher were very happy.
- Homecoming football game was a win.
- Blood drive will be held next week.
- Ag Day was yesterday and was a success.
- There is a pancake breakfast fundraiser for that band is having to raise funds for their upcoming Disneyland trip.
- Winter sports are beginning.
- Canned food drive is soon.

**5.2 ENROLLMENT
REPORT:**

Superintendent, Jared Caylor shared the following:

October	Corning Union High School	960
	Independent Study	22
	Centennial	31

District total is 1013. The district is up 40 students districtwide compared to last year at this time.

Enrollment is up from last year and up in projections. This month is significant as these numbers are used for budgeting. Things are stabilizing now and the numbers look great. The district had initially projected 983 and is now at 1013.

5.3 SUPERINTENDENT Superintendent, Jared Caylor shared the following:
REPORT:

Modernization and New Construction Funding Applications

- After completion and review of environmental studies, CDE has approved the district's applications for New Construction and Modernization funding to be used for classrooms.
- The district will be on a "waiting list" for new construction funding. The approved application went to OPSC yesterday. The district now has to wait to see if enough approved projects fall off the list for us to be in line to receive funds.
- The modernization application is approved and ready to go to OPSC as well. The district will send it in soon as we finalize some other funding sources we're exploring. There is still time for that as modernization funding has not been fully allocated yet.

Landscaping in Front of the Ag Building

- The new landscaping in front of the Ag building is nearing completion.
- It has been leveled and new drainage has been added to avoid runoff into the classrooms.
- New irrigation and sod have been installed, and decomposed granite will be put in place to form a walkway and a border.
- There was left over sod, which was used to spruce up the lawn area directly around the front office entrance.
- Additionally, the Maintenance department budgeted some money this year to make minor landscape upgrades throughout the campus. This is part of a long term effort to maintain and beautify the grounds and facilities. So, you may notice some new trees and shrubs around the perimeters of campus in the coming weeks and month.

Promise Neighborhood

- One of the two annual Board meetings was held last week.
- In our District, PN continues to fund efforts to improve our EL program, students participating in dual enrollment classes through Shasta College, Marriage Family Therapists on campus, tracking student's activity into the first two years of college, and some intervention for our lowest achieving students.
- As you move into next semester, we'll be discussing new funding opportunities related to attendance and college-career readiness.

Bond Funds - Series B

- Everything is on track to receive our next round of bond funds (\$2,700,000) by the end of the calendar year.

**5.4 TRANSPORT-
ATION REPORT:**

Transportation Director, Ken Husband reported to the board and audience on the following:

- The crew is the same as last year.
- There is a new sub who is doing great and another sub recently completed his training.
- There are a total of 6 buses and 4 routes which only leaves 2 buses for field trips.

- 2 buses are old and one has 314 K miles with no seatbelts.
- The district is working on trying to apply for grants for funding.
- There may be a potential for more funding.
- Each driver has a fuel sheet to keep records and those are turned into the district office.

Board Member, Scott Patton asked if mileage was checked per person and Ken Husband shared that yes, it was. Buses get 7 mpg and vans get 16-18 mpg. Board Member, Ken Vaughan asked who fuels the buses and Ken Husband shared that Pete Pellkofer fuels all vans and drivers fill up their own buses. Each bus is left with ½ tank minimum. Maintenance fuels their own vehicles. Board President, Jim Bingham would hate for the district to purchase a new bus and then find out a few months later that the district is eligible for funding.

Buses cost 165K and the electric buses are 398K. Board Member, Bill Mache asked if Ken had an opportunity to visit all of the stops. Ken Husband shared that he has actually ran each route himself so he is aware of all of the stops. Board Member Bill Mache, is concerned with the stop at Dale and Hoag Rd. Kids play in that area in the dark. Ken Husband is in regular contract with CHP so he will ask about that particular stop at the next periodic review.

5.5 ACADEMIC REPORT:

Science Department Chair, David Tinker thanked the Board for allowing him to be here to report and he reported the following:

Dave Schlom has taught for 28 ½ years.
 Dave Tinker has taught for 28 years.
 Brad Martin has taught for 22 years
 James Johnson has taught for 5 years.
 Shaun Fredrickson has taught for 5 years.

There have been some changes in the Science Department. The Rise program sends over some super co-teachers. They are really incredible and do a fantastic job working with the students in the classrooms. Ms. Moreno is one of them who was able to join Mr. Tinker at the Fish Hatchery yesterday. There are new standards now and the new approach is working well.

Some highlights are: Science and Engineering Practices
 Disciplinary Core Ideas
 Crosscutting Concepts

The students use a model to illustrate the role of cellular division (mitosis) and differentiation in producing and maintaining complex organisms. Asking questions to clarify relationships about the role of DNA and chromosomes in coding the instructions for character traits passed from parent to offspring. Make and defend a claim based on evidence and apply concept of statistic and probability.

The department has been attending training courses at the Tehama County Department of Education and Dave Schlom takes the opportunity to visit the Ranch often with his classroom. He also have a CHP Officer attend as a guest speaker for the Force of Motion discussion.

**6. PUBLIC COMMENT
ON CLOSED SESSION:**

There was no public comment.

**7. ADJOURN TO
CLOSED SESSION:**

The Board adjourned to closed session at 6:27 p.m.

**8. REOPEN TO PUBLIC
SESSION:**

The Board reopened to public session at 8:48 p.m.

**9. ANNOUNCEMENT
OF ACTION TAKEN
IN CLOSED SESSION:**

Superintendent, Jared Caylor reported that there was no reportable action taken in closed session.

**10. CONSENT AGENDA
ITEMS:**

A motion was made by Scott Patton and seconded by Ken Vaughan to approve the consent agenda items.

The vote is as follows:

Ken Vaughan	Aye: <u>X</u>	No: _____	Absent: _____	Abstain: _____
William Mache	Aye: <u>X</u>	No: _____	Absent: _____	Abstain: _____
Todd Henderson	Aye: <u>X</u>	No: _____	Absent: _____	Abstain: _____
Scott Patton	Aye: <u>X</u>	No: _____	Absent: _____	Abstain: _____
Jim Bingham	Aye: <u>X</u>	No: _____	Absent: _____	Abstain: _____

**10.1 REVISED
MINUTES:**

Approval of Revised Board Minutes of August 16, 2018

**10.2 REGULAR
MINUTES:**

Approval of Regular Board Minutes of September 20, 2018

**10.3 REGULAR
MINUTES:**

Approval of Special Board Minutes of October 11, 2018

**10.4 APPROVAL
OF WARRANTS:**

40170990-40171090, 40171091-10171106, 40171107-40171316,
40171317-40171561, 40171561-40171872, 40171872-40171891
40171891-40172005, 40172006-40172022, 40172023-40172470
40172470-40172477, 40172478-40172750, 40172751-40172771
40172771-40172789

Register 000733 10/1/18 Ck# 40172470 Totals \$8,512,01

**10.5 INTERDISTRICT
ATTENDANCE
REQUEST:**

Interdistrict Attendance Request: Marlen Carillo, Cynthia Gomez
Mia Hernandez, Jazmin Sanchez
Francisco Reyna, Vanesa Reyna
Emmanuel Alvarez, Cameron Smith

**10.6 HUMAN
RESOURCE
REPORT:**

Debbie Castle	Resignation	12/31/18	Retirement
Johnny Fregoso	New Hire	9/13/18	Student
Tara Manning	Change	10/1/18	Probationary
Sonya Mendoza	Resignation	10/23/18	Voluntary
Ally Swingington	New Hire	9/14/18	Student

Extra Duty Temporary Coaching Authorizations

**10.7 OUT OF STATE
TRAVEL:**

Adriana Jimenez 11/16-/11/9 Seattle Washington Western Int'l Band Clinic
District Cost is \$1,161.68 Title II – Teacher Quality Funding Used

**10.8 QUARTERLY
REPORT/
WILLIAMS
COMPLAINT FOR
OCTOBER:**

The quarterly report for October 2018 reflects that there were no complaints filed with any school in the district during the quarter.

**10.9 SURPLUS
EQUIPMENT/
OBSOLETE
EQUIPMENT
FORM:**

Materials of a grow house approximate size is 100x200 feet. Min Bid \$2,500.00
Dwalt 790 12" saw with stand \$50.00
Delta saw with stand \$50.00
Rockwell sharpener \$50.00
Table saw (brand unknown) \$50.00
Spindle Sander with stand \$50.00

**10.10 CONTRACT
BETWEEN CUHSD &
CENTER FOR
EVALUATION
AND RESEARCH LLC
FOR ASSETS GRANT:**

This agreement is dated July 1, 2018 between CUHSD and The Center for Evaluation and Research, LLC of Redding, CA. CUHSD will pay a fee to CER for the services in the amount of \$17,500. This fee shall be payable in four quarterly installments: September 2018, December 2018, March 2019 and June 2019

**10.11 CONTRACT
BETWEEN CUHSD &
SHASTA COLLEGE:**

This agreement is between CUHSD and Shasta-Tehama-Trinity Joint Community College District on behalf of Better Jobs dba Northern California Adult Education Planning Consortium. This agreement is Effective July 1, 2018 through June 30, 2019.

11. PUBLIC COMMENT:

There was no public comment.

12.1 DASHBOARD

Superintendent, Jared Caylor reported to the Board on the following:

Local Indicators

- Items we must address to complete round out the California School Dashboard. These are in addition to the indicators set by the state.
- Process is important, schools are not given a “color” like other accountability measures

Priority 1 - Basic Conditions

- No misassigned teachers or students without access to books.
- Facilities in good repair.
- “Met”

Priority 2 - Implementation of State Standards

- Process to measure how well we’ve implemented state standards.
- Worked through a reflection tool offered by the state.
- Overall, high levels of standards implementation.
- “Met”

Priority 3 - Parent Engagement

- For our District, we use a household survey associated with Promise Neighborhood
- Help identify need for further EL support and parent interest in CCR planning with their student.
- “Met”

Priority 6 - School Climate

- Administer the Healthy Kids Survey annually.
- Mental health issues continue to be showing up as a need within our community and with our students.
- “Met”

Priority 7 - Access to a Broad Course of Study

- Evaluation of Data within Student Information System.
- Two primary reports this year: distribution of EL students in various courses and distribution of students w/ disabilities in various courses.
- This data will be used to evaluate our course offerings in late November as we begin planning for course offerings next year.
- “Met”

This is an informational item only and no action was needed.

**12.2 RESOLUTION
NO. 413:**

A motion was made by Scott Patton and seconded by Ken Vaughan to approve Resolution No. 413 which authorizes the contract with American Modular Systems, Inc. under public contract code section 20118.

The vote is as follows:

Ken Vaughan	Aye: <u> X </u>	No: <u> </u>	Absent: <u> </u>	Abstain: <u> </u>
William Mache	Aye: <u> X </u>	No: <u> </u>	Absent: <u> </u>	Abstain: <u> </u>
Todd Henderson	Aye: <u> X </u>	No: <u> </u>	Absent: <u> </u>	Abstain: <u> </u>
Scott Patton	Aye: <u> X </u>	No: <u> </u>	Absent: <u> </u>	Abstain: <u> </u>
Jim Bingham	Aye: <u> </u>	No: <u> </u>	Absent: <u> X </u>	Abstain: <u> </u>

**12.3 AGREEMENT
INCORPORATING
PIGGYBACK
CONTRACT FOR
MODULAR
CLASSROOM
BUILDING:**

A motion was made by Scott Patton and seconded by Todd Henderson to approve the contract between CUHSD and American Modular Systems, Inc. in order to incorporate a piggyback contract for certain modular classroom buildings

The vote is as follows:

Ken Vaughan	Aye: <u> X </u>	No: <u> </u>	Absent: <u> </u>	Abstain: <u> </u>
William Mache	Aye: <u> X </u>	No: <u> </u>	Absent: <u> </u>	Abstain: <u> </u>
Todd Henderson	Aye: <u> X </u>	No: <u> </u>	Absent: <u> </u>	Abstain: <u> </u>
Scott Patton	Aye: <u> X </u>	No: <u> </u>	Absent: <u> </u>	Abstain: <u> </u>
Jim Bingham	Aye: <u> </u>	No: <u> </u>	Absent: <u> X </u>	Abstain: <u> </u>

**12.4 FUTURE
AGENDA
ITEMS:**

The Ranch Meeting is scheduled for November 8, 2018 at 5:00 p.m.

Items currently on the agenda are:

- The Will.
- Master Plan
- Scholarships
- Eric Moxon will attend
- Next Step/Direction

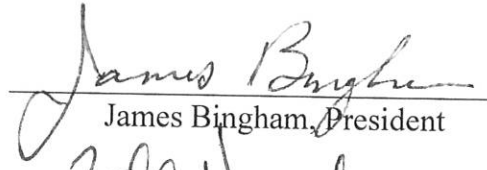
Board Member, Ken Vaughan would like to discuss General Management. Board Clerk, Todd Henderson would like to discuss money/budget and financing options.


These items will be added to the agenda and will be mailed out next week. The copy of the Master Plan will be included in the packets again and Board President, Jim Bingham will bring the paperwork that he does have with regard to the Ranch.

13. **ADJOURNMENT:**

The meeting adjourned at 8:55 p.m.

Approved


James Bingham, President


Todd Henderson, Clerk

ReqPay12c

Board Report

Checks Dated 10/01/2018 through 10/31/2018

Board Meeting Date November 15, 2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
40172470	10/01/2018	U.S. BANK CORPORATE PAYMENT SYSTEM	01-3902	VAUGHN HW OCT-DEC	869.73	
				VAUHGHN SP HW OCT-DEC	869.73	
			01-4200	DICTIONARIES	180.54	
				ENGLISH III BOOKS	116.55	
			01-4300	ASSETS- SUPPLIES -KINDNESS CLUB	30.71	
				AUGUST FOOD - FOOD/NUTRITION CLASS	114.09	
				BBQ SUPPLIES	28.25	
				BIP FOOD AND INCENTIVES	100.29	
				CLASS SUPPLIES	54.95	
				DISPLAY RACK- ALUMNI PICTURES	1,249.90	
				FFA SCRAPBOOK SUPPLIES	448.65	
				J2 ADAPTIVE MATERIALS	27.92	
				J2 MATERIALS	51.72	
				J2- COOKING SUPPLIES	156.68	
				Music for Winter Concert	230.46	
				POSTER PRINTING	476.80	
				SEPT - FOOD - FOOD/NUTRITION CLASS	657.11	
				STUDENT HYGIENE PRODUCTS	21.82	
				WINDOW BLINDS D-5 (CAL CARD M & O)	27.48	
			01-4311	FUEL FOR FIELD HOCKEY	115.19	
			01-5200	LODGING - 7 CLASS PERSONNEL	144.12	
				ACADEMY SEPT-APRIL		
				PD FLASH WORKSHOP REG CHICO 9/28/18	270.00	
				PD UC CONF LODGING OAKLAND 9/09/18	453.00	
				PD WORKABILITY AIRFARE 11/5/18 - 11/7/18	659.92	
				ANAHEIM		
				PD WORKABILITY REGISTRATION 11/5/18	700.00	
				ANAHEIM		
			01-5833	PLURALSIGHT ONLINE IT TRAINING	199.00	
				SUBSCRIPTION DAVE		
			13-4300	SALAD CONTAINERS (CASH & CARRY)	257.40	
				Unpaid Sales Tax	89.90-	8,422.11
40172471	10/01/2018	A-Z BUS SALES	01-4300	TRANS PARTS/SUPPLIES	89.90-	117.03
40172472	10/01/2018	AG LEADERSHIP C/O SHASTA COLLEGE	01-4300	SHASTA COLLEGE DAY 10/11/18	66.00	
				REGISTRATION		

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ESCAPE ONLINE

Page 1 of 11

Checks Dated 10/01/2018 through 10/31/2018

Board Meeting Date November 15, 2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
40172490	10/01/2018	P G & E	01-5503	TRANS ELECTRIC/GAS 6274316218-2B	957.02	
			01-5504	CENT GAS 6274316218-2C	296.82	
				CUHSD ELECTRIC/GAS 6274316218-2A	323.91	
40172491	10/01/2018	REDDING FREIGHTLINER, INC.	01-4300	TRANS ELECTRIC/GAS 6274316218-2B	8.11	14,606.49
				CREDIT	51.09-	
40172492	10/01/2018	REDWOOD TOXICOLOGY LAB INC	01-5831	TRANS PARTS/SUPPLIES	109.96	58.87
40172493	10/01/2018	SAC-VAL JANITORIAL SUPPLY	01-4300	DRUG TESTING		73.03
				CREDIT	2,754.95-	
40172494	10/01/2018	TORMACH, INC.	01-4300	CUSTODIAL SUPPLIES	3,731.24	976.29
				CONSUMABLES	886.24	
40172495	10/01/2018	W.W. GRAINGER, INC.	01-4300	M&O SUPPLIES	63.74-	822.50
40172750	10/04/2018	A-Z BUS SALES	01-4300	TRANS PARTS/SUPPLIES	148.35	94.00
				Unpaid Sales Tax		
40172751	10/04/2018	AMAZON CAPITAL SERVICES, INC	01-4100	EARTH SCIENCE TEXTBOOKS	35-	148.00
40172752	10/04/2018	AMERIPRIDE UNIFORMS SERVICES	01-4200	BOOKS	462.81	497.25
			01-5500	LAUNDRY SERVICE CUSTODIAL/M&O	34.44	
			01-5508	UNIFORMS M&O	129.97	
40172753	10/04/2018	ANDERSON FFA	01-5800	REIMB LOST CHECK	172.48	302.45
40172754	10/04/2018	BSN SPORTS, LLC	01-4300	VARIOUS SPORTS EQUIPMENT		10.00
40172755	10/04/2018	CDW GOVERNMENT	01-4300	REPLACEMENT PROJECTOR SCREEN FOR G8 BIP ROOM		172.81
40172756	10/04/2018	CENTER FOR EVALUATION AND RESEARCH, LLC.	01-5800	ASSETS- CONSULTATION FEE		112.30
40172757	10/04/2018	CORNING ACE HARDWARE	01-4300	M&O SUPPLIES	152.01	4,375.00
				R FARMHOUSE	47.16	199.17
40172758	10/04/2018	CORNING LUMBER COMPANY	01-4300	SUPPLIES - INSTRUCTIONAL MATERIALS		
40172759	10/04/2018	CHRISTINA E. COSTA	01-5200	M&O SUPPLIES	44.00	12.15
				NEW PROF CONF 11/06/18 MEALS	21.45	65.45
40172760	10/04/2018	CPM EDUCATIONAL PROGRAM	01-4100	REIMB CATA MEAL 09/14/19		3,441.67
40172761	10/04/2018	DATA MEMORY SYSTEMS	01-4300	Int 1 and Int 2 Additional Textbooks	52.78	
				RAM FOR DGLOVER PC		
40172762	10/04/2018	EWING IRRIGATION	01-4300	Unpaid Sales Tax	3.80-	48.98
			19-4300	GROUNDS SUPPLIES	59.00	
				RANCH SUPPLIES	869.06	926.04
40172763	10/04/2018	JANICE L. FOLEY	01-5202	SEPTEMBER 2018 MILEAGE	2.02-	48.18
40172764	10/04/2018	GREAT AMERICA FINANCIAL SERVICES CORPORATION	01-7438	PHONE SYSTEM LEASE	308.98	
			01-7439	PHONE SYSTEM LEASE	1,055.26	1,364.24
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Checks Dated 10/01/2018 through 10/31/2018

Board Meeting Date November 15, 2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
40172789	10/04/2018	ZEE MEDICAL SERVICES	01-5800	MEDICAL KIT SERVICES	Unpaid Sales Tax	427.65
40173143	10/10/2018	AMAZON CAPITAL SERVICES, INC	01-4200	BOOKS	1.00-	235.71
			01-4300	CLASS SUPPLIES	289.50	
				PHONE FOR ATP ROOM	25.83	
				SPECIAL ED- EQUIPMENT	98.88	
				VARIOUS M&O ITEMS	210.04	
				WOODSHOP SUPPLY	57.35	
				TRANS DETAILING SUPPLIES	89.19	
40173144	10/10/2018	AMERIPRIDE UNIFORMS SERVICES	01-4315	TRANS LAUNDRY SERVICE	16.45	787.24
40173145	10/10/2018	AT&T	01-5500	TELEPHONE CALNET 3 SERVICE		52.00
40173146	10/10/2018	CHICO POWER EQUIPMENT	01-5901	ASSETS- GENERATOR REPAIR FOR		301.00
			01-5600	COFFEE CART		160.00
40173147	10/10/2018	COASTAL BUSINESS SYSTEMS, INC.	01-5620	CBO - COPIER	43.10	
				THREE COPIER PAYMENTS	3,540.08	3,626.28
40173148	10/10/2018	CORNING ACE HARDWARE	13-5620	CAFE - COPIER	43.10	26.15
40173149	10/10/2018	CORNING CHEVROLET BUICK	01-4300	M&O SUPPLIES		61.89
40173150	10/10/2018	CORNING LUMBER COMPANY	01-4300	PARTS/SERVICES		97.15
40173151	10/10/2018	CORNING LUMBER COMPANY	01-4300	M&O SUPPLIES		76.00
40173152	10/10/2018	CHRISTINA E. COSTA	01-5200	FALL CATA CONF 11/02/18 MEALS		88.50
40173153	10/10/2018	ALFRED D. DRUM	11-5202	SEPT 2018 MILEAGE		96.00
			01-5200	WORKABILITY CONF ANAHEIM 11/05/18 MEALS		
40173154	10/10/2018	FORTUNA UNIFIED SCHOOL DIST NCAP DIRECTOR SANDRA DALE	01-5200	PD NEW PROF INSTITUTE FRESNO 11/6/18		175.00
40173155	10/10/2018	GREEN WASTE OF TEHAMA	01-5506	DISPOSAL R-FARM 4018-2763626		129.85
40173156	10/10/2018	GUY RENTS INC.	01-4300	FOUNDATIONS PARTS	94.52	
40173157	10/10/2018	HUE & CRY INC.	01-5507	ALARM/FIRE SERVICE	22-	94.30
40173158	10/10/2018	HUNT & SONS, INC	01-4311	GASOLINE	2,059.72	482.00
			01-4312	DIESEL	3,603.61	5,663.33
40173159	10/10/2018	IEC POWER, LLC	01-5699	SOLAR		1,181.79
40173160	10/10/2018	KIMBALL MIDWEST	01-4300	TRANS SUPPLIES	411.73	
40173161	10/10/2018	CAROLYN L. LYNCH	01-5211	BEYOND ESCAPE SACRAMENTO 10/30/18 MILES	.96-	410.77
40173162	10/10/2018	MCGRW HILL SCHOOL EDUCATION	01-4100	GEOGRAPHY TEXTBOOKS		124.26
						3,218.40

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ESCAPE

ONLINE

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Checks Dated 10/01/2018 through 10/31/2018

Board Meeting Date November 15, 2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
40173455	10/16/2018	JASON A. ARMSTRONG	01-5200	MEAL PER DIEM - PERKINS TRAINING	75.43-	1,011.06
40173456	10/16/2018	ASSOC. OF CALIF. SCHOOL ADMIN ATTN: MEMBERSHIP PROCESSING	01-5211 01-5200	MILEAGE-PERKINS TRAINING ACSA PERSONNEL ADMIN ACADEMY	18.00 126.44 590.00	144.44
40173457	10/16/2018	CALIFORNIA'S VALUED TRUST	01-5300 01-3402 01-3701 01-3702 76-9513 76-9551 76-9552 76-9553	ACSA PERSONNEL ADMIN ACADEMY OCT 2018 TRUSTEE M/D/V OCT 2018 RETIREE M/D/V OCT 2018 RETIREE M/D/V OCT 2018 MEDICAL SEPT ADD/TERM/ADJ OCT 2018 LIFE OCT 2018 DENTAL SEPT ADD/TERM/ADJ OCT 2018 VISION SEPT ADD/TERM/ADJ SEPT SCHOOL RESOURCE OFFICER REIM ASB-WOODSHOP SUPPLIES-AMAZON	705.00 3,596.77 4,284.48 5,416.02 128,296.00 1,266.00 119.70 16,619.45 316.56 2,157.33 42.15	1,295.00
40173458	10/16/2018	CITY OF CORNING POLICE DEPT.	01-5800			162,114.46
40173459	10/16/2018	CUHS ASB	01-4300			8,173.62
40173460	10/16/2018	DANNIS WOLIVER KELLEY	01-5801	LEGAL - BOARD	3,840.00	481.16
				LEGAL - PERSONNEL	427.50	
			19-5801	LEGAL - RANCH	97.50	
40173461	10/16/2018	FULL CIRCLE SPEECH THERAPY	21-6145	LEGAL - BOND	636.00	5,001.00
40173462	10/16/2018	LATISHA CONNALLY SALINAS	01-5800	SPEECH SVC- 9/11-9/27/18		2,880.00
40173463	10/16/2018	CHRISTINE D. TOWNE	01-5202 01-5200	STUDENT TRANSPORTATION ACSA CLASS 2 - MEAL PER DIEM	92.00	852.16
				ACSA CLASS 2 - TOLL	9.00	
				ESCAPE CONF-MEAL PER DIEM	52.00	
				REIM TOLL-SEE RECEIPT	9.00	
40173464	10/16/2018	CHARLES D. TROUGHTON	01-5211	ACSA CLASS 2 - MILEAGE	199.47	486.82
40173475	10/16/2018	A-Z BUS SALES	01-5202 01-4300	ESCAPE CONF - MILEAGE SEPT MILEAGE REIMBURSEMENT TRANS PARTS/SUPPLIES	125.35 415.05	23.22
40173476	10/16/2018	MELINDA S. ALBERS	01-5202	AUG & SEPT 2018 MILEAGE	.97-	414.08
40173477	10/16/2018	AMAZON CAPITAL SERVICES, INC	01-4300	ADOBE LIGHTROOM FOR MEDIA & DESIGN/YEARBOOK	160.55	8.03

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Checks Dated 10/01/2018 through 10/31/2018

Board Meeting Date November 15, 2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
40173492	10/16/2018	MCCOY'S HARDWARE & FARM SUPPLY	01-4300	M&O SUPPLIES R FARMHOUSE SUPPLIES - INSTRUCTIONAL MATERIALS	101.34 4.45	
40173493	10/16/2018	MJB WELDING SUPPLY	19-4300	RANCH SUPPLIES	171.47	277.26
40173494	10/16/2018	OLIVE CITY AUTO PARTS DERODA, INC	01-5800	BLANKET PO FOR CYLINDER EXCHANGE		19.00
			01-4300	M&O SUPPLIES	181.17	
				TRANS PARTS/SUPPLIES	121.36	
				TRANS PURCHASES FOR M&O	114.40	416.93
40173495	10/16/2018	TEHAMA CO DEPT OF EDUCATION	01-5830	FINGERPRINTING		316.00
40173496	10/16/2018	TEHAMA TIRE SERVICE INC	01-4313	TIRES	1,084.58	
			01-5800	TIRES	80.77	
				Unpaid Sales Tax	71.85-	1,093.50
40173497	10/16/2018	W.W. GRAINGER, INC.	01-4300	M&O SUPPLIES		1,242.37
40173498	10/16/2018	WIESER EDUCATIONAL	01-4200	ISP MATH CURRICULUM		493.31
40173499	10/16/2018	DENNIS C. WYMAN	01-5211	PD ELPAC TRAINING 10/11/18 REDDING		53.09
40173767	10/22/2018	JASON A. ARMSTRONG	01-5202	SEPT LOCAL MILEAGE REIM		126.99
40173768	10/22/2018	JARED K. CAYLOR	01-5202	SEPT LOCAL MILEAGE REIM	46.43	
			01-5211	SEPT NON-LOCAL MILEAGE REIM	126.44	172.87
40173769	10/22/2018	CHICO ENVIRONMENTAL	21-6240	BOND-MODERNIZATION:DTSC		2,518.60
40173770	10/22/2018	CYBERSOFT TECHNOLOGIES, INC	13-5833	18/19 MEAL TRACKING/CLAIMING SOFTWARE		2,860.00
40173771	10/22/2018	JACK SCHREDER & ASSOCIATES	21-6272	BOND-SCHOOL FACILITY PROJECT		1,732.50
40173772	10/22/2018	CHRISTINE D. TOWNE	01-5202	SEPT-OCT LOCAL MILEAGE REIM		66.82
40173928	10/24/2018	AMERIPRIDE UNIFORMS SERVICES	01-5500	LAUNDRY SERVICE CUSTODIAL/M&O	294.08	
				TRANS LAUNDRY SERVICE	63.38	
40173929	10/24/2018	BOB'S TIRE CENTER	01-5508	UNIFORMS M&O	319.02	676.48
40173930	10/24/2018	C.W. MYERS	01-5800	TIRES		10.00
			01-4300	PUMPKINS AG DAY/R FARM VISITS	2,365.00	
40173931	10/24/2018	CASBO	01-5200	CASBO ANNUAL CONF - SAN DIEGO 4/15/19 -4/18/19	165.00-	2,200.00
40173932	10/24/2018	CHICO POWER EQUIPMENT	01-4300	WORKABILITY- GENERATOR	87.44	
				Unpaid Sales Tax	.20-	87.24
40173933	10/24/2018	CITY OF CORNING	01-5502	CENT WATER/SEWER COR0037 & COR0176	517.44	
				CUHS WATER/SEWER COR0157 & COR0194	3,916.55	

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Checks Dated 10/01/2018 through 10/31/2018

Board Meeting Date November 15, 2018

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
40173950	10/24/2018	P G & E	01-5503	CUHSD ELECTRIC/GAS 6274316218-2A	12,286.14	
				TRANS ELECTRIC/GAS 6274316218-2B	993.58	
			01-5504	CENT GAS 6274316218-2C	200.15	
				CUHSD ELECTRIC/GAS 6274316218-2A	534.78	
40173951	10/24/2018	RAY MORGAN COMPANY	01-5620	TRANS ELECTRIC/GAS 6274316218-2B	8.11	14,022.76
40173952	10/24/2018	SAC-VAL JANITORIAL SUPPLY	01-4300	MAINT AGREEMENT CANON & RICOH		750.33
40173953	10/24/2018	TREVOR W. TAYLOR	01-5800	CUSTODIAL SUPPLIES		436.25
40173954	10/24/2018	TEHAMA CO DEPT OF EDUCATION	01-5200	REIMBPHYSICAL101618		165.00
			01-5200	PD GOOGLE TRAINING TCDE 9/06/18	200.00	
40173955	10/24/2018	DAVID E. TINKER	01-5830	FINGERPRINTING	327.50	527.50
40173956	10/24/2018	TREETOP PUBLISHING	01-5200	CATA FALL EUREKA 11/02/18 MEALS	76.00	76.00
			01-4300	ART SUPPLIES	72.89	
40173957	10/24/2018	U.S. BANK EQUIPMENT FINANCE	01-5620	CTE COPY CENTER CANON COPIER PAYMENT	4.39	68.50
				Unpaid Sales Tax		563.99
40173958	10/24/2018	U.S. TELEPACIFIC DBA TPC COMMUNICATIONS	01-5901	TELEPHONE SERVICE 149142		643.13
40173959	10/24/2018	W.W. GRAINGER, INC.	01-4300	M&O SUPPLIES		237.30
40173960	10/24/2018	WOODWORKER'S SUPPLY, INC.	01-4300	CLASS SUPPLIES	18.02	
				Unpaid Sales Tax	1.30	16.72
Total Number of Checks					180	342,732.81

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	GENERAL	173	182,488.23
11	ADULT EDUCATION	2	258.91
13	CAFETERIA SPEC REV	4	3,251.82
19	FOUNDATION SPECIAL	7	3,532.12
21	BUILDING FUND	3	4,887.10
76	WARRANT/PASS-THRU	1	148,817.19
Total Number of Checks		180	343,235.37
Less Unpaid Sales Tax Liability			502.56
Net (Check Amount)			342,732.81

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ReqPay04b

Check Register with Accounts

Register 000742 - 11/02/2018

Bank Account COUNTY - COUNTY

Payment Id	Comment	Check Amt	9,037.52	Status	Printed	U.S. BANK CORPORATE PAYMENT SYSTEM (000681/1)	
Check # 40174369	01						
1729 0925 SAVMOR	SEPT - FOOD - FOOD/NUTRITION CLASS		01-0650-0-6141-1000-4300-410-000-310			117.54	
1729 0926 SAVMOR	SEPT - FOOD - FOOD/NUTRITION CLASS		01-0650-0-6141-1000-4300-410-000-310			22.80	
1729 0927 SAVMOR	SEPT - FOOD - FOOD/NUTRITION CLASS		01-0650-0-6141-1000-4300-410-000-310			35.24	
1729 1001 SAFEWAY	OCT - FOOD - FOOD/NUTRITION CLASS		01-0650-0-6141-1000-4300-410-000-310			171.22	
1729 1004 SAVMOR	OCT - FOOD - FOOD/NUTRITION CLASS		01-0650-0-6141-1000-4300-410-000-310			56.10	
1729 1009 SAVMOR	OCT - FOOD - FOOD/NUTRITION CLASS		01-0650-0-6141-1000-4300-410-000-310			44.91	
1729 1014 SAVMOR	OCT - FOOD - FOOD/NUTRITION CLASS		01-0650-0-6141-1000-4300-410-000-310			77.20	
1729 1015 SAVMOR	OCT - FOOD - FOOD/NUTRITION CLASS		01-0650-0-6141-1000-4300-410-000-310			92.13	
1729 1016 SAVMOR	OCT - FOOD - FOOD/NUTRITION CLASS		01-0650-0-6141-1000-4300-410-000-310			89.52	
1729 1021 TARGET	OCT - FOOD - FOOD/NUTRITION CLASS		01-0650-0-6141-1000-4300-410-000-310			62.79	
2029 1015 HILTON	LODGING - 7 CLASS PERSONNEL ACADEMY SEPT-APRIL		01-0000-0-0000-7200-5200-410-000-000			147.33	
3130 1009 ACE PARK	AERIES CONF LODGING-SAC 10/07/18-10/09/18		01-0000-0-0000-2420-5200-410-000-603			66.00	
3130 1009 CITIZEN	AERIES CONF LODGING-SAC 10/07/18-10/09/18		01-0000-0-0000-2420-5200-410-000-603			410.72	
3130 1009 CITIZEN2	AERIES CONF LODGING-SAC 10/07/18-10/09/18		01-0000-0-0000-2420-5200-410-000-603			410.72	
3148 1005 ALASKA	CEDR CONF SAN DIEGO 10/2/18 - 10/5/18		01-6500-0-5770-1120-5200-410-000-000			25.00	
3148 1005 ALASKA2	CEDR CONF SAN DIEGO 10/2/18 - 10/5/18		01-6500-0-5770-1120-5200-410-000-000			25.00	
3148 1005 GRAND	CEDR CONF SAN DIEGO 10/2/18 - 10/5/18		01-6500-0-5770-1120-5200-410-000-000			539.06	
3148 1005 SACAIR	CEDR CONF SAN DIEGO 10/2/18 - 10/5/18		01-6500-0-5770-1120-5200-410-000-000			40.00	
3148 1009 CITIZEN	AERIES CONF LODGING 10/8/18 SACRAMENTO		01-0000-0-0000-3160-5200-410-000-000			261.24	
4627 1001 SAVMOR	Water for Career Fair Presenters		01-7338-0-1110-1000-4300-410-000-000			6.36	
4901 1017 CHICO	CAL CARD M & O PURCHASE (PLANTS)		01-8150-0-0000-8100-4300-410-000-000			396.46	
4901 1017 DPR	PEST MGMT LICENSE RENEWAL		01-0000-0-0000-8100-5800-410-000-000			60.00	
4901 1018 HOME	(CAL CARD) M & O LIGHTING @ HOME DEPOT		01-8150-0-0000-8100-4300-410-000-000			215.44	
5491 0929 SMART	FOOD FOR COLLEGE & CAREER FAIR		13-5310-0-0000-3700-4700-410-000-000			376.37	
5779 0926 SMART	ASSETS-COFFEE SUPPLIES		01-4124-0-1135-1000-4300-410-000-200			81.46	
5779 1003 SAFEWAY	ASSETS SUPPLIES - COOKING CLUB		01-4124-0-1135-1000-4300-410-000-200			41.09	
5779 1004 DOLLAR	ASSETS- SUPPLIES -KINDNESS CLUB		01-4124-0-1135-1000-4300-410-000-200			19.50	
5779 1004 MICHAELS	ASSETS- SUPPLIES -KINDNESS CLUB		01-4124-0-1135-1000-4300-410-000-200			127.76	
5779 1007 MICHAELS	ASSETS- SUPPLIES -KINDNESS CLUB		01-4124-0-1135-1000-4300-410-000-200			17.95	
5779 1008 SOUTHWEST	ASSET BOOST CONF 4/30/19-5/3/19 PALM SPRINGS		01-4124-0-1135-1000-5200-410-000-200			67.66	
			01-4124-0-1135-1000-5200-410-000-201			67.65	
			01-4124-0-1135-1000-5200-410-000-202			67.65	
5779 1010 WALMART	ASSETS- SUPPLIES -KINDNESS CLUB		01-4124-0-1135-1000-4300-410-000-200			67.65	
5779 1017 DOLLAR	ASSETS- SUPPLIES -KINDNESS CLUB		01-4124-0-1135-1000-4300-410-000-200			59.16	
5779 1017 SAFEWAY	ASSETS: COOKING CLUB		01-4124-0-1135-1000-4300-410-000-200			31.57	
5779 1021 SMART	ASSETS: COOKING CLUB		01-4124-0-1135-1000-4300-410-000-200			36.68	
5803 0925 TRAVELOC	CATA FALL CONF LODGING 11/2/18 SAFFORD		01-4035-0-6100-1000-5200-410-000-000			22.49	
6342 0925 BANDSHOPPE	ASSETS- FLAGS FOR COLORGUARD		01-4124-0-1135-1000-4300-410-000-200			139.11	
			01-4124-0-1135-1000-4300-410-000-200			645.20	
			01-4124-0-1135-1000-4300-410-000-200			46.45	

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 905, Starting Check Number = 40174369, Ending Check Number = 40174369, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

ESCAPE ONLINE

Page 1 of 2

905 - Corning Union High School

Generated for Deanna GLOVER (DEGLOVER), Nov 6 2018 9:24AM

ReqPay04b

Check Register with Accounts

Register 000742 - 11/02/2018

Bank Account COUNTY - COUNTY

Payment Id	Comment	Check Amt	Status	Printed	U.S. BANK CORPORATE PAYMENT SYSTEM (000681/1) - continued	
Check # 40174369	01		9,037.52			
6342 1003 JW PEPPER	Music for Winter Concert			01-1100-0-1222-1000-4300-410-000-000		2.21
6342 1005 ZORO	SAFETY ITEMS CLASS/SP ED			01-1100-0-1110-1000-4300-410-000-000		68.90
				01-6500-0-5770-1110-4300-410-000-000		68.91
6342 1011 CSBA	BOARD PD CSBA AEC SAN FRANCISCO 11/28/18-12/1/18			01-0000-0-0000-7100-5200-410-000-000		2,700.00
				01-0000-0-0000-7150-5200-410-000-000		540.00
6342 1016 AMER	FIRST AID/CPR TRAINING COACHES (AM RED CROSS)			01-1100-0-1110-4200-5800-410-000-000		25.00
6342 1020 CELESTINO	STUDENT LUNCH- CSU CHICO PREVIEW DAY OCT. 20TH			01-7338-0-1110-1000-5800-410-000-000		108.42
8280 0927 ACCESS	DISPLAY RACK- ALUMNI PICTURES			01-0000-0-0000-7200-4300-410-000-000		350.00

Number of Items

1

9,037.52

Totals for Register 000742

2019 FUND-OBJ Expense Summary / Register 000742

01-4300	3,007.04	
01-5200	5,507.14	
01-5800	193.42	
01-9110*		8,661.15-
01-9540*		46.45-
Totals for Fund 01	8,707.60	8,707.60-
13-4700	376.37	
13-9110*		376.37-
Totals for Fund 13	376.37	376.37-
Totals for Register 000742	9,083.97	9,083.97-

* denotes System Generated entry

Net change to Cash 9110

9,037.52-Credit

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 905, Starting Check Number = 40174369, Ending Check Number = 40174369, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 =)

905 - Corning Union High School

Generated for Deanna GLOVER (DEGLOVER), Nov 6 2018 9:24AM

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Page 2 of 2

**Corning Union High School
Interdistrict Transfers
Districts of Choice**

Updated 10/18/18

Incoming

2018-2019 School Year

Last	First	Grade	From	Code	Reason / Date
Ayers	Clint	All	Los Milinos	1	Established 5/3/17 For all remaining grade levels
Ayers	Macy	9th-12th	Los Milinos	1	Established 5/29/18
Baeta	Martin	9th	Red Bluff	1	Established 7/20/18
Belew	Baylie	12th	Red Bluff	1	Established 10/10/18
Bunch	Ashton	9th	Los Milinos	1	We Denied and student will enroll at LM
Carillo	Marlen	12th	Red Bluff	1	Established 10/4/18
Carpenter	Arturo	9th	Los Milinos	1	Established 10/15/18
Chavez	Francisco	9th	Los Milinos	1	Established 8/2/18
Delgado	Efrain	11th	Red Bluff	1	Established 1/11/18
Ezzat	Zachary	9th	Red Bluff	1	Established 4/17/18
Felton	Carter	12th	Hamilton	1	*Renewal 4/21/18
Felton	Ryley	9th	Orland High	1	Established 2/28/18
Fry	Tyler	12th	Red Bluff	1	Established 8/31/18
Galantine	Addie	11th	Red Bluff	1	Established 10/11/18
Gomez	Cynthia	11th	Orland High	1	Established 9/17/18
Gonzalez	Andrea	10th	Orland High	1	Established 8/20/18
Guzman	Araceli	11th	Orland High	1	Established 8/20/18
Guzman	Mariana	12th	Orland High	1	Established 8/20/18
Hernandez	Mia	9th-12th	Red Bluff	1	Established 10/4/18
Lee	David	11th-12th	Red Bluff	1	Established 10/18/18
Mackintosh	David	11th	Red Bluff	1	Established 7/20/18
Mackintosh	Melissa	9th	Red Bluff	1	Established 7/20/18
Macias	Christopher	All	Los Milinos	1	Established 5/9/17 For all remaining grade levels
Martinez	Jose	12th	Red Bluff	1	Denied per CUHS 9/5/18
Mitchell	Fay	All	Red Bluff	1	Established 2/3/18 For all remaining grade levels
Quintana	Jamilette	10th	Orland High	1	Renewal Established 8/22/18

**Corning Union High School
Interdistrict Transfers
Districts of Choice**

Quintana	Jessica	11th	Orland High	1	Renewal Established 8/22/18
Ramey	Dannika		Orland High	1	Established 8/20/18
Ramon-Diaz	Karina	All	Los Milinos	1	Established 3/23/18 For all remaining grade levels
Reyes Madragon	Tatiana	9th	Red Bluff	1	Established 7/20/18
Reyna	Francisco	11th	Red Bluff	1	Established 10/2/18
Reyna	Vanesa	9th	Red Bluff	1	Established 10/2/18
Safford	Arthur	9th	Red Bluff	1	Established 5/24/18
Sanchez-Valdovinos	Jazmin	11th	Los Milinos	1	Established 9/6/18
Servin	Rafael	9th	Red Bluff	1	Established 7/31/18
Smith	Kamryn	11th	Red Bluff	1	Denied per CUHS 9/5/18
Taylor	Stevie	9th	Red Bluff	1	Established 6/11/18
Thao	Adical	11th	Orland High	1	Renewal Established 8/22/18
Thao	Anouluck	9th	Orland High	1	Renewal Established 8/22/18
Vasquez-Cruz	Andrea	All	Red Bluff	1	Established 4/26/17 For all remaining grade levels
Wilkins	Cooper	9th	Chico Unified	1	Established 12/20/17

**Corning Union High School
Interdistrict Transfers
Districts of Choice**

2018-19 School Year -

Outgoing

Updated 10/22/18

Last Name	First	Grade	To	Code	Reason / Date
Alvarez	Emmanuel	9th	Orland	1	Established 9/24/18
Avrit	Morgan	11th	Hamilton	1	Established 8/10/18
Baez	Diana	9th-12th	Orland	1	Established 4/2/18
Barriga	Logan	9th	Red Bluff	1	Established 7/27/18
Burrell	Deacon	10th	Los Molinos	1	Established 5/25/18
Baez	Jennifer	9th	Red Bluff	1	Established 3/7/18
Belo	Tibuccio	12th	Hamilton	1	Established 8/31/18
Caldera	Giovanni	12th	Red Bluff	1	Established 6/21/18
Caldwell	Andrew	11th/12th	Los Molinos	1	Established 2/22/8
Carillo	Soraya	9th	Hamilton	1	Established 8/24/18 Hamilton held 4 a while &sh started here
Chambliss	Denny	12th	Los Molinos	1	Established 4/2/18
Chivichon	Natalie	12th	PV High	1	Established 6/19/18
Coats	Anthony	11th	Red Bluff	1	Established 8/13/18
D'Andrea	Dominic	9th	Los Molinos	1	Established 4/2/18
D'Andrea	Nicholas	9th	Red Bluff	1	Established 3/19/18
Dunn	Samantha	10th	Red Bluff	1	Established 8/6/18
Engel	Rylee	10th	Red Bluff	1	Established 8/28/17 All remaining grade levels
Esteve	Lisette Anais	10th-12th	Hamilton	1	Established 5/2/18
Gibson	Jacob	10th	Red Bluff	1	Denied per Rbluff 8/17/18
Galvez	Izaiah	10th	Hamilton	1	Established 8/28/18
Haro Mendoza	Samara	10th	Orland	1	Established 4/2/18
Lavoy	Jason	11th	Shasta	1	Pending Shasta's Approval
Lomeli	Lauryn	9th-12th	Orland	1	Pending Orland Unified's Approval
Madrigal	Allyson	10th	Red Bluff	1	Pending RB's approval 10/19/18

**Corning Union High School
Interdistrict Transfers
Districts of Choice**

Merdeith	Eleimon	11th & 12	Los Molinos	1	Established 5/10/18	
Meredith	Laurn	9th-12th	Orland	1	Established 5/23/18	
Mills	Jason	10th	Red Bluff	1	Established 8/1/17 All reamaining grade levels	
Morrison	Brent	9th	Durham	1	Denied per Durham Unified 8/15/18	
O'campo Ortiz	Alex	9th	Chico High	1	*Approved through June 2022 Established 3/1/18	
Ortiz	Michael	9th	Chico High	1	Denied per Chico 8/21/18	
Padilla	Ethan	10th	Orland	1	Established 4/2/18	
Pankratz	Madison	10th-12th	Hamilton	1	Established 8/24/18	
Paulos	Kaden	9th	Hamilton	1	Established 6/15/18	
Paulos	Liam	11th	Hamilton	1	Established 6/15/18	
Powell	Payton	10th	Hamilton	1	Renewal good thru 2020	
Rico	Anareli	9th	Los Molinos	1	Established 4/26/18	
Rodriguez-Hernandez	Jose Eduardo	11th	PV High	1	Pending Hamilton's approval	
Rosas	Andrea	9th	Los Molinos	1	Established 5/2/18	
Rosas	Eduardo	11th	Hamilton	1	Established 7/11/18	
Sanchez	Andrea	9th	Los Molinos	1	Established 5/2/18	
Saavedra	Ivan	12th	Hamilton	1	Established 8/30/18	
Severson	Casey	9th	Hamilton	1	Established 8/8/18	
Smith	Cameron	10th-12th	Red Bluff	1	Established 10/15/18	

Corning Union High School District
Human Resources Report

Board Meeting Date: 11/22/18

<u>Action</u>	<u>Type</u>	<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Background</u>
Position Change	Probationary	Morrow, Tiffanie	ATP Assistant	11/1/2018	Reclassify to fill vacancy (S. Mendosa), 7.25 hours/182 days/Range 23, Step 1
New Hire	Probationary	Morgan, Randall	CMUG	11/1/2018	Fill vacant position (T. Manning), 6 hours/260 days/Range 6, Step 4

Extra Duty/Temporary/Coaching Authorizations

<u>Effective</u>	<u>Type</u>	<u>Employee</u>	<u>Assignment</u>	<u>Terms</u>	<u>Additional Information</u>
7/1/2018	STIPEND	Marquez, Jessica	STARS SUPPORT	REMOVE	END STIPEND
7/1/2018	STIPEND	Towne, Christine	MAA	REMOVE	END STIPEND
7/1/2018	STIPEND	Towne, Christine	STARS SUPPORT	CHANGE	REDUCE TO \$3000 ANNUALLY, END STIPEND 6/30/20



Tehama County Department of Education

Richard DuVarney
Tehama County
Superintendent of
Schools

1135 Lincoln Street Red Bluff CA 96080 | 530.527.5811 | www.tehamaschools.org

AMENDED MEMORANDUM OF UNDERSTANDING

This Agreement is entered into by and between the **Tehama County Department of Education, TUPE Program**, herein called DEPARTMENT, and **Corning Union High School District**, herein called DISTRICT, for the provision of a Tobacco Coordinator for Centennial High School. The parties agree as follows:

The term of this agreement is **July 1, 2018** through **June 30, 2019**.

The DEPARTMENT agrees to:

1. Pay \$750 and statutory benefits for the Tobacco Coordinator contingent on completing 20 hours of Youth Development Activities and attending two (2) meetings per year as documented on a timesheet. Please see attached job description.
2. Pay an additional \$1,000 stipend for Tobacco Coordinator advising a FNL/Club Live group. Please see attached job description.
3. Provide Professional Development to Tobacco Coordinator.
4. Pay for a substitute so Tobacco Coordinator can attend two (2) meetings per year, if applicable.
5. Provide the Tobacco Coordinator with a \$250 allowance for materials and supplies. All ordering and requisitions will be managed by the department.

The DISTRICT agrees to:


1. Identify a Tobacco Coordinator.
2. Assure assigned Tobacco Coordinator completes 20 hours of Youth Development Prevention Activities, in the area of tobacco, drug and/or alcohol use such as Red Ribbon Week.
3. Invoice Tehama County Department of Education with appropriate time sheet attachment no later than May 30, 2019.

Each party hereto agrees to hold harmless and to indemnify the other party, its officers and employees, against liability for damages for death or bodily injury to persons, injury to property, or any other loss, damage, or expense arising from the negligence, willful misconduct or omission of the party which committed the act, and while acting under the terms and conditions of the Agreement.

Either party not attending to continue or intending to revise this Agreement for the succeeding year shall give written notice of such intent no later than **May 30, 2019**.

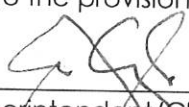
Should any action be brought to enforce any of the terms of this Agreement, the prevailing party shall be entitled to reasonable attorney's fees.

Both parties as certified by the signatures below agree to the provisions of this agreement:


Richard DuVarney, Superintendent
Tehama County Department of Education

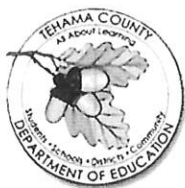
Date

10/22/18


Superintendent/Clerk/Authorized Agent
Corning Union High School District

Date

11/19/18



Tehama County Department of Education
TUPE Program Scope of Work
On-Site Tobacco Coordinator

Location: Designated School Site

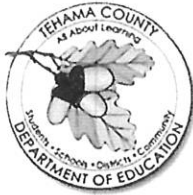
Stipend: \$750 + \$250 work related supplies

Definition:

With the support of the County Tobacco Use Prevention Education (TUPE) Coordinator, the on-site Tobacco Coordinator (TC) will facilitate youth-led tobacco, drug and alcohol prevention activities at their designated school sites.

Responsibilities:

- Attend two Tobacco Coordinators' Meetings a year, one in the fall and one in the spring with exact dates TBD yearly. The meetings are normally held at the Tehama County Department of Education. Meetings are typically from 8:30 am-3:30 pm. If the TC will require a substitute for the day, the district will be reimburse.
- Complete a minimum of 20 hours out of teaching contract work related to prevention of tobacco products (smoking, chewing and vaping), drug, alcohol and/or violence prevention. The twenty hours can be focused on youth-led activities around national observances that may include but are not limited to:
 - Red Ribbon Week
 - Great American Smoke Out
 - National Drug and Alcohol Facts Week
 - Through with Chew Week
 - Alcohol Awareness Month
 - National Prevention WeekActivities may include: presentation organization, facilitate poster/essay contest, parent letters, campus decorations, insert of prevention facts in daily bulletin board, school assemblies etc.
- Assist in the biannual administration of the California Healthy Kids Survey
- Work closely with the TUPE County Coordinator and other county prevention staff
- Serve as a liaison between county prevention staff, school administrators and school staff with regards to prevention activities
- Assist in the dissemination of prevention information and materials pertinent to prevention activities
- Complete the Tobacco Coordinators Timesheet, verifying completion of 20 hours of prevention activities and submit to the district CBO by May 30th.



Tehama County Department of Education
TUPE Program Scope of Work
On-Site Tobacco Coordinator/ FNL/Club Live Adviser

Location: Designated School Site

Stipend: \$1750 + \$250 work related supplies

Definition:

With the support of the County Tobacco Use Prevention Education Coordinator and Friday Night Live County Coordinator, the On-Site Tobacco Coordinator/FNL/Club Live Advisers will provide positive youth development opportunities to young people at their designated site.

Responsibilities:

- As Outlined in the on-site Tobacco Coordinator Scope of Work
- Direct Service to youth through FNL related activities
- Recruit youth to participate in FNL/Club Live
- Follow the 5 FNL Standards of Practice:
 1. Safe Environment
 2. Opportunities for Community Engagement
 3. Opportunities for Leadership and Advocacy
 4. Opportunities to Build Caring and Meaningful Relationships
 5. Opportunities to Engage in Interesting & Relevant Skill Building Activities
- Facilitate FNL/Club Live Chapter meetings at school sites
- Support community change projects
- Support social norm campaigns
- Support youth in campaigns that increase harm perception regarding Tobacco, (at least one project must be tobacco prevention focus) Drug, Alcohol Use
- Facilitate youth driven and youth led assessments using the FNL assessment module on how to gather community data



Tehama County Department of Education

Richard DuVarney
Tehama County
Superintendent of
Schools

1135 Lincoln Street Red Bluff CA 96080 | 530.527.5811 | www.tehamaschools.org

November 8, 2018

Superintendent and Board of Trustees
Corning Union High School District

RE: Public Disclosure of Collective Bargaining Agreement

In accordance with AB1200 and Government Code Section 3547.5, the Tehama County Superintendent of Schools has received copies of the Disclosure of Collective Bargaining Agreement for the tentative settlement with the Corning Union High School Educational Support Professionals. We thank the District for the timely submission of the public disclosure.

We have reviewed the proposed agreement dated November 1, 2018. Based upon the data presented, we agree that the District is able to meet the terms of this agreement and meet its current and two subsequent year financial obligations. It is extremely important to remember that budget assumptions will change over time and those changes could either positively or negatively impact this agreement's effect on the financial condition of the district.

Please note that, under the provisions of AB 2756, it is required that the District adopt all budget revisions necessary to cover the additional costs of this agreement. The District indicated this will be included with the 1st Interim report.

Please provide our payroll staff with a copy of the board minutes that include the approval of this agreement.

If I can be of any assistance, please feel free to contact me at 528-7351.

Sincerely,

Debbie Towne
Director of Business Services

Cc: Christine Towne, Chief Business Official



Tehama County Department of Education

Richard DuVarney
Tehama County
Superintendent of
Schools

1135 Lincoln Street Red Bluff CA 96080 | 530.527.5811 | www.tehamaschools.org

November 7, 2018

Superintendent and Board of Trustees
Corning Union High School District

RE: Public Disclosure of Collective Bargaining Agreement

In accordance with AB1200 and Government Code Section 3547.5, the Tehama County Superintendent of Schools has received a copy of the Disclosure of Collective Bargaining Agreement for the tentative settlement with the Corning Independent Teachers Association. We thank the District for the timely submission of the public disclosure.

We have reviewed the proposed agreement dated November 1, 2018. Based upon the data presented, we agree that the District is able to meet the terms of this agreement and meet its current and two subsequent year financial obligations. It is extremely important to remember that budget assumptions will change over time and those changes could either positively or negatively impact this agreement's effect on the financial condition of the district.

Please note that, under the provisions of AB 2756, it is required that the District adopt all budget revisions necessary to cover the additional costs of this agreement. The District indicated this will be included in the 1st Interim report.

Please provide our payroll staff with a copy of the board minutes that include the approval of this agreement.

If I can be of any assistance, please feel free to contact me at 528-7351.

Sincerely,

Debbie Towne
Director of Business Services

Cc: Christine Towne, Chief Business Official

CERTIFICATION No. 1:

CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE COSTS OF THE COLLECTIVE BARGAINING AGREEMENT

The disclosure document must be signed by the district Superintendent and Chief Business Officer at the time of the public disclosure.

In accordance with the requirements of the Government Code Section 3547.5, the Superintendent and Chief Business Officer of Corning Union High School District (District), hereby certify that the District can meet the costs incurred under the Collective Bargaining Agreement between the District and the:
CUHS CITA Certificated Union

Bargaining Unit, during the term of the agreement from 7/1/18 to 6/30/20.

The budget revisions necessary to meet the costs of the agreement in each year of its term are as follow:

- 1 - Certificated 182 salary schedule restructured for standardized steps - equivalent cost 1.5%
 - 2 - 6.5% increase to the restructured Certificated 182 Salary Schedule
 - 3 - One time payments to staff members on Step 14, Column I and Step 16, Column I and IV
 - 4 - New class 0 from CTE salary schedule Column III, remove CTE schedule and move CTE Teachers to Class 0 and 201 day salary schedule for Counselors with the same daily rate of Cert. Salary Schedule
- 2019/20 - See Contingency language - 2%, 4% or 6% Increase dependent on Revenue on 10/2/19

N/A ☐ (No budget revisions necessary)

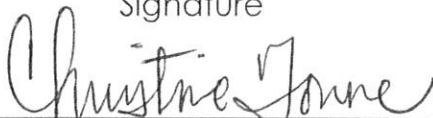


District Superintendent/Designee

Signature

11/1/18

Date



Christine Jone

Chief Business Officer

Signature

11/1/18

Date

Special Note:

The Tehama County Department of Education may request additional information, as necessary, to review the district's compliance with requirements.

DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT

(required for all Collective Bargaining Agreements - suggested for all other employment agreements)

PUBLIC DISCLOSURE SUMMARY CERTIFICATION No. 2

Corning Union High School District

School District Bargaining Unit:

CITA Certificated Union

Effective Dates of Proposal: 7/1/2018 to 6/30/2020

Date Disclosure Posted: November 1, 2018
(10 working days prior to Board approval)

Date Disclosure Filed with County: November 1, 2018

The information provided in this document summarizes the financial implications of the proposed bargaining agreement and is disclosed to the public in accordance with the requirements of AB-1200 and GC 3547.5.



District Superintendent/Designee
Signature

11/1/18

Date

After public disclosure of the major provisions contained in this Summary, the Governing Board, at its meeting on November 15, 2018, took action to approve the proposed Agreement with the CITA Certificated Union Bargaining Unit.

President, Governing Board

Signature

Date

To be signed by the District Superintendent or designee when submitted for Public Disclosure and by the Board President after formal action by the Governing Board on the proposed agreement.

If this Public Disclosure is not applicable to all of the District's bargaining units, indicate the current status (whether settled or pending settlement) of the remaining units:

Certificated:	<u>Pending</u>
Classified:	<u>Pending</u>
Management:	<u>Pending</u>
Confidential:	<u>Pending</u>
Other:	<u></u>

Disclosure of Collective Bargaining Agreement

A. Were any additional steps, columns, or ranges added to the schedules? (If yes, please explain):

Yes, the third column of the CTE Certificated Salary Schedule will be moved to column 0 of the Certificated Salary Schedule. There will no longer be a separate CTE Certificated Salary Schedule. A new 201 day salary schedule for Counselors with same daily rate as Certificated Salary schedule.



B. Proposed Negotiated Changes in Health and Welfare Benefits:

Increase of the District covered paid portion of Health and Welfare benefits by \$1,283.88 to total a \$12,000 District Cap per employee.

C. Proposed Negotiated Changes in Non-Compensation Items (e.g., class size adjustments, staff development days, teacher prep time, etc).

None

D. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement? Include the impact of changes such as staff reductions or increases, program reductions or increase, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff).

None

E. What contingency language is included in the proposed agreement (i.e., reopeners, etc)?

The Contingency language for 2019/20 is based on enrollment and ADA as of October 2, 2019. The LCFF entitlement on the LCFF calculator updated with updated enrollment and ADA.

F. Will this agreement create, increase or decrease deficit financing in the current or future year(s)? "Deficit Financing" is defined to exist when a district's expenditures exceeds its revenues in a given year. If yes, explain the amounts and justification for doing so.

No, there will not be deficit spending in the current or future years.

Disclosure of Collective Bargaining Agreement

G. Identify other major provisions that do not directly affect the district's costs such as binding arbitration, grievance procedures, etc.

None

H. Source of Funding for Proposed Agreement

1. Current Year

General Fund

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in future years (i.e., what will allow the district to afford this contract)?

N/A

3. If multi-year agreement, what is the source of funding, including assumptions used, to fund these obligations in future years? (Remember to include compounding effects in meeting obligations).

In future years, the districts ADA is projected to continually increase which will increase the revenue.

Disclosure of Collective Bargaining Agreement

Impact of Proposed Agreement on Current Year Unrestricted Reserves

1. State Reserve Standard, including impact of proposed agreement
 - a. Total Expenditures, Transfers Out, and Uses (including Cost of Proposed Agreement) \$ 12,725,554.00
 - b. State Standard Minimum Reserve Percentage for this District 4%
 - c. State Standard Minimum Reserve amount for this District \$ 509,022.00
(The greater of Line 1 a times line 1 b OR \$64,000 for a district with less than 1,001 ADA)
2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)
 - a. General Fund Budgeted Unrestricted Designated for Economic Uncertainties \$ 509,022.00
 - b. General Fund Budgeted Unrestricted Unappropriated Amount \$ 0.00
 - c. Special Reserve Fund Budgeted Designated for Economic Uncertainties \$ 509,022.00
 - d. Special Reserve Fund Budgeted Unappropriated Amount \$ 0.00
 - e. Other Reserve Funds \$ 0.00
 - f. Total District Budgeted Unrestricted Reserves
3. Do unrestricted reserves meet the state standard minimum reserve amount? Yes ☒ No ☐

If no, how do you plan to restore your reserves?

Please include a copy of your multi-year projection, assumptions, proposed salary schedule(s) and revised contract(s).

Collective Bargaining Public Disclosure Summary

Current Salary Schedule vs. Proposed Salary Schedule

Unit: <u>ALL CERTIFICATED</u>	Current Year	2nd Year	3rd Year
Salaries			
Proposed	4,767,097	5,323,786	5,430,261
Current	4,413,979	4,662,259	4,921,105
Difference	\$ 353,118	\$ 661,527	\$ 509,156
Benefits-Statutory			
Proposed	957,710	1,069,549	1,090,939
Current	886,768	936,648	988,650
Difference	\$ 70,941	\$ 132,901	\$ 102,289
Benefits-Health/Welfare			
Proposed	732,000	756,000	756,000
Current	653,683	675,116	675,116
Difference	\$ 78,317	\$ 80,884	\$ 80,884

*Includes Certificated, Counselors, and Cert Admin

Unit: _____			
Salaries			
Proposed	-	-	-
Current	-	-	-
Difference	\$ -	\$ -	\$ -
Benefits			
Proposed	-	-	-
Current	-	-	-
Difference	\$ -	\$ -	\$ -
Benefits-Health/Welfare			
Proposed	-	-	-
Current	-	-	-
Difference	\$ -	\$ -	\$ -

Unit: _____			
Salaries			
Proposed	-	-	-
Current	-	-	-
Difference	\$ -	\$ -	\$ -
Benefits			
Proposed	-	-	-
Current	-	-	-
Difference	\$ -	\$ -	\$ -
Benefits-Health/Welfare			
Proposed	-	-	-
Current	-	-	-
Difference	\$ -	\$ -	\$ -

TOTAL COST			
Proposed Salaries/Benefits	6,456,807	7,149,335	7,277,200
Current Salaries/Benefits	5,954,431	6,274,022	6,584,871
Difference	\$ 502,376	\$ 875,312	\$ 692,330

**The Corning Union High School District
and the
Corning Independent Teachers' Association
Agree to the Following:**

- 1) The term of the successor collective bargaining agreement shall be July 1, 2018 through June 30, 2021.
- 2) Terms of this agreement that are effective July 1, 2018 apply only to those employed with the District at the time of ratification. Terms of this agreement that are effective July 1, 2019 apply only to those employed with the District as of October 31, 2019
- 3) This agreement shall close bargaining for the 2018-19 and 2019-20 school years. Openers for the 2020-21 school year will be addressed according to Article XVI.

Effective July 1, 2018

- 1) Salary Schedule Changes (Retroactive to 7/1/18)
 - a) The certificated 182 day salary schedule shall be restructured to standardize step increases. The approximate cost of this standardization will be the equivalent of a 1.5% raise.
 - b) An additional 6.5% salary increase shall be applied to the standardized certificated 182 day salary schedule. (Attachment #1)
 - c) Because of inequities caused by the restructured standardized salary schedule, the following payments will be made per full-time equivalent (See Attachment #2). These payments shall be equalized over paychecks for the 2018-19 school year.
 - i) Certificated staff members currently at Step 14, Column I shall receive payment of \$1,402.
 - ii) Certificated staff members currently at Step 16, Column I shall receive payment of \$4,505.
 - iii) Certificated staff members currently at Step 16, Column IV shall receive payment of \$195.
 - d) A new "Class 0" (Less than BA+30) column shall be added to the 182 day salary schedule. It will be based on the current CTE certificated salary schedule column III. This column shall be standardized in the same manner as the rest of the certificated salary schedule and will only have 10 steps. All certificated staff currently paid on the CTE certificated salary schedule will be moved to this new column and the CTE certificated salary schedule will no longer be used (Attachment #1).
 - e) A new 201 day salary schedule will be created (Attachment #3). This schedule shall be used for CUHS counselors. The daily rate on this salary schedule shall be the same as the 182 day salary schedule.
 - f) A new stipend will be added to Appendix A-3 for certificated staff members that are required to do grocery shopping at least once every two weeks to purchase supplies for class activities. The stipend shall be \$200 annually for each section that requires grocery shopping.
- 2) The annual District contribution toward employee health benefits shall increase to \$12,000 per full-time employee retroactive to 7/1/18.
- 3) Contract Language
 - a) Article IX shall be amended to read:

Philosophy: The Corning Independent Teachers' Association exists for the benefit of its members in their efforts to improve their economic and professional well being as well as that of education at the local, county, state, and national level. ~~In order to maintain the voluntary nature of participation, the Association respectfully requests~~

~~that each unit member make one of the following elections to facilitate a "fair share" approach to the support of the Association:~~

1. Any Certificated Employee who is a member of the Association (local, county, state, and national), or who has or wished to apply for membership may sign and deliver to the Board an assignment authorizing deduction of unified membership dues. Such authorization shall continue in effect from year to year unless revoked in writing. Pursuant to such authorization, the Board shall deduct one-tenth of such dues from the regular salary warrant of the teacher for ten (10) months. Deductions for teachers who sign authorization after the commencement of the school year shall be appropriately pro-rated to complete full payment by the end of the August warrant. The Association shall notify the District on or before October 1 of each year the annual dues schedule of the Association.

~~2. Any Certificated Employee wishing to support the Association efforts solely with regard to the negotiation and maintenance of this Agreement, without becoming a member, may elect to pay a fee equal to the Association dues (local, county, state, and national). The Certificated Employee may authorize payroll deduction for such fee in the same manner as provided in number 1.~~

~~3. Any Certificated Employee who because of a legitimate and recognized religious conviction who cannot contribute to an employee organization shall elect to contribute a sum equal to the annual membership dues to the Corning Union High School Teachers' Association Scholarship Fund. Such contribution may be paid in the same manner as provided in number 1. Such contributions will be maintained by the Association in a separate interest bearing account and distributed annually to a deserving student (s) according to standards adopted by the Corning Independent Teachers' Association Representative Council and/or any official committee/panel designated for this purpose.~~

~~With respect to all sums deducted by the Board pursuant to the authorization of the employee, whether for dues, fees, or contributions, the Board agrees to remit such monies to the Corning Independent Teachers' Association, accompanied by an alphabetical list of unit members, categorizing them as to dues paying, fee paying, or contribution, indicating any changes in personnel and type of deductions from the list previously furnished. The Association agrees to furnish any information needed by the Board to fulfill the provisions of this Article.~~

~~Upon appropriate written authorization from the Certificated Employee the Board shall deduct from the salary warrant of any teacher and make appropriate remittance for annuities, credit union, saving bonds, charitable donations, or any other plans or programs jointly approved by the Association and the Board.~~

b) Article XIII, Section 4.2 shall be amended to read:

Continuation School: They will teach each period of the day in which students are present. Teachers at Centennial High School will teach seven periods per day on Mondays, Tuesdays, Thursdays, and Fridays. On Wednesdays, the students will be released at 12:00 noon and the teachers will do preparation work until 3:25 p.m. On Wednesdays, the teachers will teach "four periods". Teachers also may utilize the time between when students are dismissed and the end of their contractual day as preparation time. The morning breakfast break is not considered preparation or duty free time and teachers may be required to assist with supervision of students if the School Resource Officer, Counselor, or administrator is off campus. Supervision during this time will be assigned on a rotational basis.

c) Article XIII, Section 5.5 shall be amended to read:

Centennial teaching staff who used their ~~morning prep~~ or duty free lunch for campus supervision will receive .5 utility credit for each use of their time. This time will be assigned on a rotating basis to each of the teachers. Each

teacher who completes this supervision is responsible for turning in the applicable paperwork to the campus secretary within 5 business days or they will forfeit their opportunity to acquire utility credit.

d) Article XIII, Section 6.1 shall be amended to read:

Unit members may be allowed to use a utility period (or the equivalent amount of time) for personal business five (5) times per school year with pre-approval without a reduction in personal or utility leave banks.

4) Appendix A-1 shall be amended (Attachment #4).

5) A new Appendix (A-2) shall be created to address the School Psychologist position (Attachment #5). Subsequent appendices shall be renumbered accordingly.

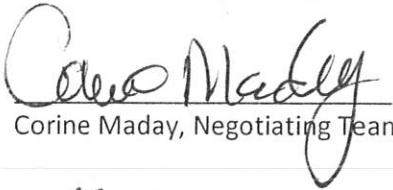
Effective July 1, 2019

1) Salary Schedule Changes (Retroactive to 7/1/19)

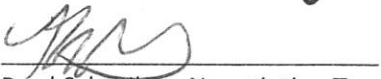
- a) District enrollment will be counted on the first Wednesday in October (information day).
- b) Using that enrollment, revenue limit sources will be calculated for the 2019-20 school year based on an average daily attendance of 94%. Calculation of revenues will be done using the LCFF calculator utilized for 2019-20 budget adoption.
 - i) If revenue limit sources are below \$11,275,000, a 2% increase will be applied to the certificated salary schedules.
 - ii) If revenue limit sources are between \$11,275,000 and \$11,475,000, a 4% increase will be applied to the certificated salary schedules.
 - iii) If revenue limit sources exceed \$11,475,000, a 6% increase will be applied to the certificated salary schedules.



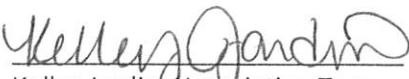
Lance Alldrin, Negotiating Team



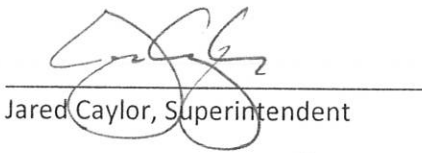
Corine Maday, Negotiating Team



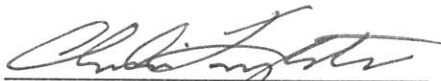
Brad Schreiber, Negotiating Team



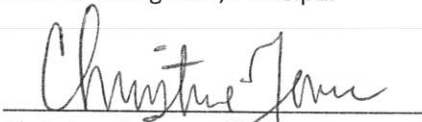
Kelley Jardin, Negotiating Team



Jared Caylor, Superintendent



Charlie Troughton, Principal



Christine Towne, Chief Business Official

Attachment #1
CORNING UNION HIGH SCHOOL DISTRICT
SALARY SCHEDULE
7/1/2018

	CLASS 0		CLASS I		CLASS II		CLASS III		CLASSIV
	Less than BA+30		BA+30		BA+45		BA+60 OR MA		BA+75 OR MA+15
1	44,474		46,844		48,016		49,216		50,446
2	45,586		48,015		49,216		50,446		51,707
3	46,726		49,216		50,446		51,707		53,000
4	47,894		50,446		51,707		53,000		54,325
5	49,091		51,707		53,000		54,325		55,683
6	50,319		53,000		54,325		55,683		57,075
7	51,577		54,325		55,683		57,075		58,502
8	52,866		55,683		57,075		58,502		59,964
9	54,188		57,075		58,502		59,965		61,463
10	55,542		58,502		59,965		61,464		63,000
11			59,672		61,764		63,308		64,890
12			60,865		63,617		65,207		66,837
13			62,083		65,525		67,163		68,842
14			63,324		67,491		69,178		70,907
15			64,591		69,516		71,253		73,034
16			65,882		70,906		72,678		75,225
18			67,200		72,324		74,132		77,482
20			68,544		73,771		75,615		79,806
22			69,915		75,246		77,127		81,802
24			71,313		76,751		78,669		83,847
26			72,740		78,286		80,243		85,943
28			74,194		79,852		81,848		88,091
30			75,678		81,449		83,485		90,294

MASTER STIPEND-5% of Step 1, Class I (per year)

2,342.20

Class I/Column I used for coaching/other duties per CITA Contract

Annual District Contribution to Health Benefits = \$12,000

Attachment #2

Schedule Placement	Current Salary	New Salary	Salary Difference	6.5% of Current Salary	Salary Difference Compared to 6.5% Raise
Step 14, Column I	\$60,776	\$63,324	\$2,548	\$3,950	\$1,402
Step 16, Column I	\$66,091	\$65,882	-\$209	\$4,296	\$4,505
Step 16, Column IV	\$70,817	\$75,225	\$4,408	\$4,603	\$195

Attachment #3

CORNING UNION HIGH SCHOOL DISTRICT
SALARY SCHEDULE - 201 Days
7/1/2018

	CLASS 0		CLASS I		CLASS II		CLASS III		CLASS IV
	Less than BA+30		BA+30		BA+45		BA+60 OR MA		BA+75 OR MA+15
1	49,117		51,734		53,028		54,354		55,712
2	50,345		53,028		54,354		55,713		57,105
3	51,604		54,353		55,713		57,105		58,533
4	52,894		55,712		57,106		58,533		59,996
5	54,216		57,105		58,533		59,996		61,496
6	55,572		58,533		59,996		61,496		63,033
7	56,961		59,996		61,496		63,034		64,609
8	58,385		61,496		63,034		64,609		66,224
9	59,845		63,033		64,610		66,225		67,880
10	61,341		64,609		66,225		67,880		69,577
11			65,901		68,212		69,917		71,664
12			67,219		70,258		72,014		73,814
13			68,564		72,366		74,175		76,029
14			69,935		74,537		76,400		78,309
15			71,334		76,773		78,692		80,659
16			72,760		78,308		80,266		83,078
18			74,216		79,874		81,871		85,571
20			75,700		81,472		83,508		88,138
22			77,214		83,101		85,179		90,341
24			78,758		84,763		86,882		92,600
26			80,333		86,459		88,620		94,915
28			81,940		88,188		90,392		97,288
30			83,579		89,952		92,200		99,720

MASTER STIPEND-5% of Step 1, Class I (per year)

2,586.72

Class I/Column I used for coaching/other duties per CITA Contract

Annual District Contribution to Health Benefits = \$12,000

APPENDIX A-1
COUNSELORS

1. Counselors in the Corning Union High School District are in the bargaining unit of the Corning Independent Teachers' Association. The counselors' regular workday is 7.0 hours with an unpaid half-hour duty free lunch.
2. Counselors at Corning Union High School will be paid based on a separate 201 day Salary Schedule. This salary schedule shall have the same daily rates as the 182 day Certificated Salary Schedule, but will include 201 contractual days. Each counselor is required to submit a proposed work calendar by July 1 of each fiscal year. The proposed calendar will be reviewed by the immediate supervisor and is subject to approval by the Superintendent or designee.
 - 2.1 The duty calendar for CUHS counselors will include, but is not limited to, the following: financial aid night, financial aid workshops, sophomore counseling, associate district transition meetings, grade specific parent nights, student enrollment, and the Student Support Accountability Report Card process.
3. Alternative Education Counselors shall be paid based on the 182 day Certificated Salary Schedule. When mutually agreed upon with the Superintendent or designee, the alternative education counselor may work additional days. Compensation for these days shall be paid at the counselor's appropriate daily rate and will be paid in the month they are worked.
4. Counselors hired on or before July 1, 2018 will be compensated by 3% of their base salary placement. The stipend includes possession of a Pupil Personnel Services Credential.
5. Counselors will equitably participate as members of the unit per Article XVII.
6. Counselors will be utilized to cover period absences for teachers when needed and be compensated appropriately as outlined in Article XIII. Counselors will only be asked to cover after all available teachers have been utilized.

APPENDIX A-2

SCHOOL PSYCHOLOGIST

1. Effective July 1, 2018, the School Psychologist position is recognized as within the bargaining unit of the Corning Independent Teachers' Association.
2. The School Psychologist's regular work day is 7.5 hours with an unpaid half-hour duty free lunch.
3. The School Psychologist shall be paid based on the School Psychologist salary schedule, which includes 190 contractual work days. The School Psychologist is required to submit a proposed work calendar by July 1 of each fiscal year. The proposed calendar will be reviewed by and is subject to approval by the Superintendent or designee.
4. The School Psychologist may be required to work up to 10 additional days at the request of the Superintendent or designee. Compensation for these days shall be paid at the psychologist's current daily rate and will be paid in the month they are worked.
5. The School Psychologist will equitably participate as a member of the unit per Article XVII.

CERTIFICATION No. 1:
CERTIFICATION OF THE DISTRICT'S ABILITY TO MEET THE
COSTS OF THE COLLECTIVE BARGAINING AGREEMENT

The disclosure document must be signed by the district Superintendent and Chief Business Officer at the time of the public disclosure.

In accordance with the requirements of the Government Code Section 3547.5, the Superintendent and Chief Business Officer of Corning Union High School District (District), hereby certify that the District can meet the costs incurred under the Collective Bargaining Agreement between the District and the:
CUHS Educational Support Professionals (ESP) Classified Union

Bargaining Unit, during the term of the agreement from 7/1/18 to 6/30/20.
The budget revisions necessary to meet the costs of the agreement in each year of its term are as follow:

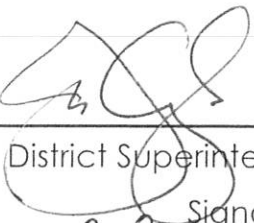
2018/19

- 1 - Classified Salary Schedule will be increased 8%
- 2 - The annual District contribution toward employee health benefits shall increase to \$12,000 per full-time equivalent (Retroactive to 7/1/18)

3 - Stipends to flat amounts annually - Bilingual stipend \$1,650 per 1.0 FTE, Skill Stipend \$2,500, degree stipends; AA \$550, BA \$750, MA \$1050

2019/20 - See Contingency language - 2%, 4% or 6% Increase dependent on Revenue on 10/2/19 +

N/A ☐ (No budget revisions necessary)

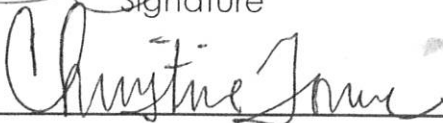


District Superintendent/Designee

Signature

11/1/18

Date



Christine Jones

Chief Business Officer

Signature

11/1/18

Date

Special Note:

The Tehama County Department of Education may request additional information, as necessary, to review the district's compliance with requirements.

DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT

(required for all Collective Bargaining Agreements - suggested for all other employment agreements)

PUBLIC DISCLOSURE SUMMARY CERTIFICATION No. 2

Corning Union High School District

School District Bargaining Unit:

CUHS Educational Support Professionals (ESP) Classified Union

Effective Dates of Proposal: 7/1/2018 to 6/30/2020

Date Disclosure Posted: November 1, 2018
(10 working days prior to Board approval)

Date Disclosure Filed with County: November 1, 2018

The information provided in this document summarizes the financial implications of the proposed bargaining agreement and is disclosed to the public in accordance with the requirements of AB-1200 and GC 3547.5.



District Superintendent/Designee
Signature

11/1/18

Date

After public disclosure of the major provisions contained in this Summary, the Governing Board, at its meeting on November 15, 2018, took action to approve the proposed Agreement with the ESP Classified Union Bargaining Unit.

President, Governing Board

Signature

Date

To be signed by the District Superintendent or designee when submitted for Public Disclosure and by the Board President after formal action by the Governing Board on the proposed agreement.

If this Public Disclosure is not applicable to all of the District's bargaining units, indicate the current status (whether settled or pending settlement) of the remaining units:

Certificated: Pending

Classified: Pending

Management: Pending

Confidential: Pending

Other: _____

Disclosure of Collective Bargaining Agreement

A. Were any additional steps, columns, or ranges added to the schedules? (If yes, please explain):

No

B. Proposed Negotiated Changes in Health and Welfare Benefits:

Increase of the District covered paid portion of Health and Welfare benefits by \$1,283.88 to total a \$12,000 District Cap per employee.

C. Proposed Negotiated Changes in Non-Compensation Items (e.g., class size adjustments, staff development days, teacher prep time, etc).

None

D. What are the specific impacts (positive or negative) on instructional and support programs to accommodate the settlement? Include the impact of changes such as staff reductions or increases, program reductions or increase, elimination or expansion of other services or programs (i.e., counselors, librarians, custodial staff).

None

E. What contingency language is included in the proposed agreement (i.e., reopeners, etc)?

The Contingency language for 2019/20 is based on enrollment and ADA as of October 2, 2019. The LCFF entitlement on the LCFF calculator updated with updated enrollment and ADA.

F. Will this agreement create, increase or decrease deficit financing in the current or future year(s)? "Deficit Financing" is defined to exist when a district's expenditures exceeds its revenues in a given year. If yes, explain the amounts and justification for doing so.

No, there will not be deficit spending in the current or future years.

Disclosure of Collective Bargaining Agreement

G. Identify other major provisions that do not directly affect the district's costs such as binding arbitration, grievance procedures, etc.

None

H. Source of Funding for Proposed Agreement

1. Current Year

General Fund

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in future years (i.e., what will allow the district to afford this contract)?

N/A

3. If multi-year agreement, what is the source of funding, including assumptions used, to fund these obligations in future years? (Remember to include compounding effects in meeting obligations).

In future years, the districts ADA is projected to continually increase which will increase the revenue.

Disclosure of Collective Bargaining Agreement

Impact of Proposed Agreement on Current Year Unrestricted Reserves

1. State Reserve Standard, including impact of proposed agreement
 - a. Total Expenditures, Transfers Out, and Uses (including Cost of Proposed Agreement) \$ 12,725,554.00
 - b. State Standard Minimum Reserve Percentage for this District 4%
 - c. State Standard Minimum Reserve amount for this District \$ 509,022.00
(The greater of Line 1a times line 1b OR \$64,000 for a district with less than 1,001 ADA)
2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)
 - a. General Fund Budgeted Unrestricted Designated for Economic Uncertainties \$ 509,022.00
 - b. General Fund Budgeted Unrestricted Unappropriated Amount \$ 0.00
 - c. Special Reserve Fund Budgeted Designated for Economic Uncertainties \$ 509,022.00
 - d. Special Reserve Fund Budgeted Unappropriated Amount \$ 0.00
 - e. Other Reserve Funds \$ 0.00
 - f. Total District Budgeted Unrestricted Reserves
3. Do unrestricted reserves meet the state standard minimum reserve amount? Yes ☒ No ☐

If no, how do you plan to restore your reserves?

Please include a copy of your multi-year projection, assumptions, proposed salary schedule(s) and revised contract(s).

Collective Bargaining Public Disclosure Summary
Current Salary Schedule vs. Proposed Salary Schedule

Unit: ALL CLASSIFIED	Current Year	2nd Year	3rd Year
Salaries			
Proposed	2,465,195	2,665,369	2,718,676
Current	<u>2,282,588</u>	<u>2,328,240</u>	<u>2,374,805</u>
Difference	\$ 182,607	\$ 337,129	\$ 343,871
Benefits-Statutory			
Proposed	691,980	748,169	763,132
Current	<u>640,722</u>	<u>653,537</u>	<u>666,608</u>
Difference	\$ 51,258	\$ 94,632	\$ 96,525
Benefits-Health/Welfare			
Proposed	720,000	720,000	720,000
Current	<u>642,967</u>	<u>642,967</u>	<u>642,967</u>
Difference	\$ 77,033	\$ 77,033	\$ 77,033

*Includes Classified, Classified Management and Confidential

Unit: _____			
Salaries			
Proposed	-	-	-
Current	<u>-</u>	<u>-</u>	<u>-</u>
Difference	\$ -	\$ -	\$ -
Benefits			
Proposed	-	-	-
Current	<u>-</u>	<u>-</u>	<u>-</u>
Difference	\$ -	\$ -	\$ -
Benefits-Health/Welfare			
Proposed	-	-	-
Current	<u>-</u>	<u>-</u>	<u>-</u>
Difference	\$ -	\$ -	\$ -

Unit: _____			
Salaries			
Proposed	-	-	-
Current	<u>-</u>	<u>-</u>	<u>-</u>
Difference	\$ -	\$ -	\$ -
Benefits			
Proposed	-	-	-
Current	<u>-</u>	<u>-</u>	<u>-</u>
Difference	\$ -	\$ -	\$ -
Benefits-Health/Welfare			
Proposed	-	-	-
Current	<u>-</u>	<u>-</u>	<u>-</u>
Difference	\$ -	\$ -	\$ -

TOTAL COST			
Proposed Salaries/Benefits	3,877,175	4,133,538	4,201,808
Current Salaries/Benefits	<u>3,566,278</u>	<u>3,624,744</u>	<u>3,684,380</u>
Difference	\$ 310,898	\$ 508,794	\$ 517,428

The Corning Union High School District
and the
Corning Union High School Cal Educational Support Professionals
Agree to the following:

- 1) The term of the successor collective bargaining agreement shall be July 1, 2018 through June 30, 2021.
- 2) Terms of this agreement that are effective July 1, 2018 apply only to those employed with the District at the time of ratification. Terms of this agreement that are effective July 1, 2019 apply only to those employed with the District as of October 31, 2019
- 3) This agreement shall close bargaining for the 2018-19 and 2019-20 school years. Openers for the 2020-21 school year will be addressed according to Article XXIV.

Effective July 1, 2018

- 1) Salary Schedule and Job Description Changes (Retroactive to 7/1/18)
 - a) The classified salary schedule will be increased eight percent (8%).
 - b) A new job description (Attachment #1) and classification for Lead Food Service will be created. The position shall be compensated at Range 12. Sandra Wilson will become the Food Service Lead.
 - c) The Food Service Worker I job description will be updated (Attachment #2).
 - d) The Accounting Technician job description will be updated (Attachment #3). No reclassification requests will be considered for the accounting technician job description prior to July 1, 2020. Payroll duties will be removed from this job description and a new payroll technician position will be added to the Confidential salary schedule. This new confidential payroll position shall be filled by employee currently performing payroll duties. It is understood that this new confidential position will perform work that was previously performed by bargaining unit members.
 - e) The Senior Paraprofessional job description will be updated (Attachment #4).
- 2) The annual District contribution toward employee health benefits shall increase to \$12,000 per full-time equivalent (Retroactive to 7/1/18)
- 3) Stipend Changes to Flat Amounts
 - a) The bilingual stipend (8.1.1) shall be \$1,650 annually for 40 hour per week employees, pro-rated for others.
 - b) The skill stipend for Paraeducators (8.1.5) shall be \$2,500 annually.
- 4) Contract Language
 - a) 7.5 shall be updated as follows:

7.5 Compensatory Time Off

7.5.1 An employee in the bargaining unit may request time off in lieu of cash compensation for overtime work. Such request shall be submitted in writing to the immediate supervisor within five (5) working days following the day the overtime was worked. If approved, compensatory time off shall be granted at the appropriate rate of overtime in accordance with Section 7.4 of this Article.

7.5.2 Compensatory time shall be taken at a time mutually acceptable to the employee and the District. Unused compensatory time shall be paid out on June 30th of each year at the appropriate overtime rate

based on the employee's current rate of pay. If an employee wishes to carry over all or part of his/her compensatory time off into the next fiscal year, he/she may submit a written request to his/her supervisor no later than June 1st. The Superintendent or designee shall make the final decision about how much compensatory time, if any, may be carried over.

- b) 8.1.6 shall be deleted from the contract.
- c) 20.1 shall become 8.11 and 8.12 and shall be adapted as follows:

8.11 Inservice Training Time

8.11.1 All in-service training required by the District shall be at the employee's appropriate rate of pay. It is agreed and understood that this provision shall not apply to the classroom training required for the renewal of Bus Driver certificates.

8.12 Driver Training and Reimbursement

8.12.1 The current CHP fee will be paid by the District. The District will not provide release time for employees to attend the CHP appointment. However, employees may be allowed to flex their work day to attend.

8.12.2 Transportation Director will be asked to hold two additional training days a total of 12 paid trainings days per calendar year.

~~8.12.3 The District will pay for physicals maintained by the employees. (Already covered in 8.10)~~

8.12.3 The employee shall be responsible to pay the cost of the Bus Driver's commercial license.

- d) 20.2 shall become 8.13

- e) 20.3.10 shall become 8.14 and shall read as follows:

Employees who have obtained a post-secondary degree (verified by original transcripts from an accredited college) shall receive stipends ~~(per 20.3.11)~~ as follows:

- A. AA or AS receives \$550 annually*
- B. BA or BS receives \$750 annually*
- C. Master's Degree or greater receives \$1050 annually*

Employees with post-secondary degrees must apply to the Superintendent for credits toward this stipend. Employees are responsible for providing original transcripts or other verification to the Superintendent. Stipends will be effective upon approval by the Superintendent.

Employees may not receive more than \$1,350 combined annually for post-secondary degree stipends and professional growth stipends (Article 20).

- f) 10.2(a) shall be adapted to read as follows:

a) *If the employee does not take his/her full annual vacation, up to fifteen (15) days shall accumulate for use in the next year. Vacation in excess of fifteen (15) days will be paid for in cash at the end of the fiscal year (June 30). If an employee wishes to carry over more than fifteen (15) days of vacation into the next fiscal year, he/she may submit a written request to his/her supervisor no later than June 1st. The Superintendent or designee shall make the final decision about how much additional vacation time, if any, may be carried over.*

g) 11.1.7 will be removed and 11.1.8 – 11.1.11 will be renumbered.

h) 14.3.1 will be adapted to read as follows:

The job vacancy notice shall remain posted for a minimum period of six (6) full working days, during which time employees within the unit may file for the vacancy. A printed copy will be delivered to the Association President's District mailbox on the first day a position is posted.

i) 14.3.3 will be added and read as follows:

Vacancies During Summer: Notice of vacancy that was not posted prior to the last week of student attendance shall be sent via email to each unit member through District's email system.

j) The following language will be added as 14.3.4, 14.3.5, and 14.3.6 and the rest of article XIV will be renumbered accordingly.

14.3.4 *If a unit member has provided his/her personal email address to the District office prior to the last week of school, the notice of vacancy shall be sent to the employee's personal email address.*

14.3.5 *A separate United States Post Office mailing will be made to a unit member's home address if he/she filed a written request for mailing to the District office prior to the last week of school.*

14.3.6 *The District shall send a written copy of the job vacancy announcement to unit members on any leave who notify the District Office in writing and indicate the appropriate address to which a job vacancy announcement should be sent during their leave.*

k) Article 15, section 5 shall be revised as follows:

Summary of Appeal Process

- a. *Request for reclassification shall be submitted in the appropriate application form (see Appendix E).*
- b. *The employee must submit the application form to the District office. The District is responsible for providing copies of the request to the Immediate Supervisor, Association President, and the Superintendent.*
- c. *The Immediate Supervisor has ten (10) working days to complete their section of the form (comments) and return it to the District office. The District is responsible for providing copies of the completed request with Supervisor comments to the Superintendent and Association President.*
- d. *The Superintendent shall schedule a meeting of the committee within fifteen (15) working days of receipt of the completed application from the Immediate Supervisor.*
- e. *The employee's request will be reviewed by a committee which is made up of four members (two (2) appointed by the Superintendent and two (2) by the Association President).*
- f. *The committee will meet and reach a decision regarding the request.*
- g. *The Superintendent will then have seven (7) working days to inform the Employee, Association President and Immediate Supervisor of the decision made.*
- h. *The employee may appeal the decision of the committee within ten (10) working days of the receipt of the Superintendent's written notice. The appeal must be presented in writing to the Superintendent*

with a copy provided to the Association President.

- i. The Superintendent will review the appeal request and any information provided and render decision within 10 working days of the request of the appeal requested.*
- j. The decision of the Superintendent shall be final, subject to legal appeal.*
- k. If approved, salary adjustment shall be retroactive to the date that the application was submitted.*
- l. The employee shall apply no more than once within a twelve (12) month period of filing the first initial application.*

l) The following changes will be made to Article XIX:

Add *19.1.2 Classified employees shall not be required to work under unsafe conditions.*

19.2 It is the responsibility of each employee to report unsafe conditions to his/her immediate supervisor. Such reports shall be in writing. Should the District not correct an unsafe working condition within five (5) working days, the employee shall then have the right to initiate a safety grievance using the process outlined in Article XVIII.

Add *19.2.1 No employee shall be discriminated against for bringing safety concerns to the District's attention.*

m) Article XX shall be renamed "Professional Growth"

n) 20.3 shall become 20.1, which will be renumbered and have a new sub heading that will read:

Professional Growth application forms are found at Appendix D. Please review carefully.

o) 20.1 (g) shall include the following change:

An employee will not receive point credit for attendance at District workshops if the employee's attendance occurs when s/he is being paid for regular duties by the District or if the District is paying the costs and expenses of the workshop.

p) 20.3.8 shall become 20.2 and be labeled "Credit Towards Professional Growth Stipend". Items under 20.2 shall be renumbered appropriately.

q) 20.2(d) shall read as follows:

For workshops and training programs approved by the Superintendent or designee, credit will be granted at the rate of one-half (1/2) point for each eight (8) hours of verified attendance.

r) 20.3.11 shall be deleted. 20.3.9 shall become 20.3 and the heading shall read "Stipend Accumulation". The following changes will also be made:

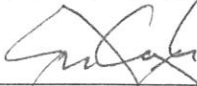
- a. When an employee completes fifteen (15) points worth of professional growth, s/he will be granted a Professional Growth Stipend.
- b. Professional Growth Stipends shall be \$300 annually.
- c. No employee shall earn more than three (3) professional growth stipends.

- d. Employees may not receive more than \$1,350 combined annually for post-secondary degree stipends (Article 8) and professional growth stipends.
- e. Approved coursework in progress at the end of one stage may be carried over to another stage.
- s) 20.3.12 shall become 20.4. Items under 20.4 shall be renumbered appropriately.

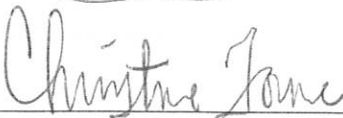
Effective July 1, 2019

- 1) Salary Schedule Changes (Retroactive to 7/1/19)
 - a) District enrollment will be counted on the first Wednesday in October (information day).
 - b) Using that enrollment, revenue limit sources will be calculated for the 2019-20 school year based on an average daily attendance of 94%. Calculation of revenues will be done using the LCFF calculator utilized for 2019-20 budget adoption.
 - i) If revenue limit sources are below \$11,275,000, a 2% increase will be applied to the classified salary schedule.
 - ii) If revenue limit sources are between \$11,275,000 and \$11,475,000, a 4% increase will be applied to the classified salary schedule.
 - iii) If revenue limit sources exceed \$11,475,000, a 6% increase will be applied to the classified salary schedule.

Recommended for Ratification:



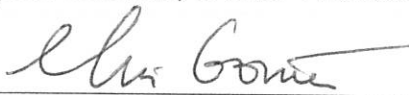
Jared Caylor, Superintendent




Christine Towne, CBO




Jackie Coleman, CHSESP President



Chris Goniea, Bargaining Team



Sandra Wilson, Bargaining Team



Dennis Wyman, Bargaining Team

**Corning Union High School District
Job Description**

JOB TITLE: Food Service Lead

Salary Range: 12

Department/Family: Food Services

Immediate Supervisor: Director of
Food Services

Approved By: Board of Trustees

DEPT/FAMILY: Food Service Family

IMMEDIATE SUPERVISOR: Director of Food Services

DEFINITION:

Under the direction of the Director of Food Services, maintains the smooth and successful operation of the kitchen and cafeteria. Prepares /bakes/ cooks food, and serve meals in accordance with all State, Federal, and local regulations. Assists the Director of Food Services in ordering supplies, training employees, maintaining inventory and completing necessary paperwork and record keeping.

Position is differentiated for Food Service Worker I by experience in cooking and baking, increased levels of responsibility for ordering, inventory and recordkeeping.

May act in a lead capacity in the absence of the Director.

ESSENTIAL FUNCTIONS:

- Review, input, and assure security of free and reduces lunch forms.
- Using various kitchen equipment, cooks main dishes; bakes breads and desserts, prepares vegetables and other foods.
- Checks recipes and estimates quantities of supplies needed.
- May provide clear instructions to Food Service staff and fosters a spirit of teamwork.
- Plans, directs, and evaluated the kitchen work force in the preparation, cooking and serving of regular and modified meals to students and employees.
- Review Daily Production records for accuracy and entry of required software application.
- Print and maintain production records for State and Federal audit review.
- Balance cash register drawer(s)
- Prepare cash deposit for Director of Food Services
- Operates POS terminal during breakfast and lunch, follows and enforces established portion size, sanitation practices, safety practices, and student behavior rules.
- Maintains clean and sanitary conditions in facility in order to assure the highest degree of cleanliness of food production and service areas.
- Plan a Weekly and Daily menu for student meals.
- Key in electronic menu and nutrition displays.
- Maintains established standards of quality and quantity in food preparation and presentation.
- Maintains the appropriate service temperature of all foods.
- Orders food and supplies. Ensures cost effective ordering practices.
- Helps coordinate other Food Service Workers and student workers, apprising the Director of Food Service of situation which may require his or her attention.
- Perform related duties and responsibilities as assigned.
- Prepares, cooks and serves a variety of meals to students; adheres to recipes and nutritional guidelines for menu planning; arranges breakfast, lunch and dinner plans for next day meals.
- Monitors the kitchen procedures and sanitation practices to assure established security and sanitation regulations are followed.

Revised: 11/2/18
Approved:

- Coordinates kitchen activities with Food Services Supervisor to meet daily production demands.
- Inventories and orders various produce, meats, vegetables, canned and dry goods, dairy products and other foods and kitchen items; receives and stocks supplies.
- Plans, assigns, and assists food service workers in setting priorities in daily food preparation.
- Performs other related duties as assigned.

ENVIRONMENT:

- Work is subject to constant interruptions.
- Work is performed in the kitchen, cafeteria, food storage areas, and dish room
- Exposure to uncomfortable working conditions and equipment hazards including exposure to heat, noise, air contaminants, fumes or dust including odors from cooking, hard cleaning agents, and other skin irritants.
- The noise level in the work environment is usually moderately loud in kitchen and other student areas.
- Regular contact with students and school staff.
- May be required to lift and carry heavy items weighing up to 50 pounds.

PHYSICAL ABILITIES:

- Dexterity of hands and fingers to operate all modern kitchen equipment
- Requires frequent walking, sitting or standing for extended periods of time, kneeling and bending, reaching horizontally and overhead to retrieve and to store supplies and records.
- May require employee to stoop, kneel, crouch, or crawl; and taste or smell.
- Employee must possess the ability to lift, carry, push, and pull materials and objects, up to 50 pounds, as necessary to perform job function.
- Hearing and speaking to exchange information in person and on the phone.
- Must possess the ability to lift, carry, push, and pull materials and objects, up to 50 pounds, as necessary to perform job functions.
- Work frequently involves operation of kitchen preparation equipment including specialized kitchen tools, knives, mixers, slicers, thermometers, disposals, freezers, dishwashers, and refrigerators.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

REPRESENTATIVE DUTIES:

- Helps maintain inventory.
- May be required to perform cashiering duties.
- Other job-related duties as assigned
- Must have personality to maintain human relationships demanded in a public service agency.
- Required to wear a hair cover, apron, and other items required in a school kitchen.

KNOWLEDGE, ABILITIES AND SKILLS:

- Knowledge of federal and State laws related to students.
- Knowledge of basic kitchen safety and sanitation.
- Knowledge of cooking methods and procedures, including food production and related routines.
- Knowledge of the principles of inventory control.
- Knowledge of mathematical skills required to extend recipes, large quantity ordering, etc.
- Knowledge of proper sanitation practices and personal hygiene regulations.
- Knowledge of equipment maintenance techniques and practices.

SKILLS:

- Skill in food preparation techniques, practices and services.
- Skill in effectively supervising, leading and delegating tasks and authority.
- Skill in prioritizing multiple tasks, projects and demands.
- Skill in working with deadlines to complete assignments.
- Skill in interacting with people of different social, economic, and ethnic backgrounds.
- Skill in following and effectively communicating verbal and written instructions.
- Skill in working independently and as a team member.
- Skill in establishing and maintain effective working relations with co-workers.

ABILITY TO:

- Ability to coordinate and supervise other staff to ensure the smooth and successful operation of the kitchen and cafeteria.
- Ability to work with minimal guidance and supervision. Work independently and as a team member.
- Operate standard commercial cooking and cleaning equipment.
- Use of some modern office equipment as required in the course of duty to include but limited to: personal computer, standard office equipment, kitchen related tools, knives, mixers, slicers, thermometer, disposals and freezers, refrigerators.
- Ability to speak, read, write, and communicate effectively.
- Prepare food that is visually appealing and that tastes good, in large quantities.
- Assist in the procurement of foods for the food services operation in accordance with menus.
- Maintain bookkeeping and inventory records.
- Assemble and analyze information and prepare written reports and records in a clear and concise manner.
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner.
- Organize own work, set priorities and meet critical time deadlines.
- Ability to follow oral and written directions.

QUALIFICATIONS:

- Two (2) years of relevant experience in quantity food preparation, food service, sanitation, storage, and portion control.
- Two (2) years of experience coordinating and managing employees is ***desirable***.
- Must have and maintain a ServSafe Certification or comparable food safety certificate.
- Considerable knowledge of proper preparation and food handling methods, kitchen safety and sanitation, written budget limitation, storage and inventory control, pertinent federal, state, county and other applicable laws, rules, regulations and guidelines.

**Corning Union High School District
Job Description**

JOB TITLE: Food Service Worker I

Salary Range:

Dept./Family: Food Services

Immediate Supervisor: Director of
Food Services

Approved: Board of Trustees

DEFINITION:

Under the direction of the Director of Food Services, maintains the smooth and successful operation of the kitchen and cafeteria. Prepares ~~bakes/cooks~~ food, and serve meals in accordance with all State, Federal, and local regulations. **FSW 1 is an entry level position.**

ESSENTIAL FUNCTIONS:

- Using various kitchen equipment, **heats** main dishes; bakes **prepares** breads, desserts, prepares vegetables and other foods.
- Checks Follows recipes and estimates quantities of supplies needed.
- Assembles food supplies for salad bar, taco bar, Fresh Choice, sandwiches, burritos and fruits, etc. as directed.
- Serves in the cafeteria as required; follows and enforces established portion size, sanitation practices, and student behavior rules.
- Assists in cleaning and storing cafeteria equipment and food supplies.
- Assists in menu preparation **planning by suggestions to Lead Food Service Worker.**
- May assist in food orders and supplies **by estimating daily needs.**
- May direct student workers, apprising the Director of Food Service of situations which may require his or her attention.
- Prepares and serves a variety of meals to students;
- Adheres to recipes and nutritional guidelines for menu planning; arranges breakfast, lunch and dinner plans for next day meals.
- Maintains clean and sanitary conditions in facility in order to assure the highest degree of cleanliness of food production and service areas.
- Maintains the appropriate serving temperature of all foods.
- Inventory, Count or receive and stock supplies **from deliveries as needed or directed.**
- Maintains established standards of quality and quantity in food preparation and presentation.
- Performs other job-related duties as assigned.
- Deliver food to additional school sites in the district.

ENVIRONMENT:

- Work is subject to constant interruptions.
- Majority of work is performed in the kitchen, cafeteria, food storage areas, and dish room.
- Exposure to uncomfortable working conditions and equipment hazards including exposure to heat, noise, air contaminants, fumes or dust including odors from cooking, harsh cleaning agents, and other skin irritants.
- The noise level in the work environment is usually moderately loud in kitchen and other student areas.
- Regular contact with students and school staff.

PHYSICAL REQUIREMENTS:

- Dexterity of hands and fingers to operate all modern kitchen equipment

Revised: 10/17/2018
Approved:

- Requires frequent walking, sitting or standing for extended periods of time, kneeling and bending, reaching horizontally and overhead to retrieve and to store supplies and records.
- Employee required to stoop, kneel, crouch, or crawl; and taste or smell.
- Hearing and speaking to exchange information in person and on the phone.
- Must possess the ability to lift, carry, push, and pull materials and objects, up to 50 pounds, as necessary to perform job functions.
- Work frequently involves operation of kitchen preparation equipment including specialized kitchen tools, knives, mixers, slicers, thermometers, disposals, freezers, dishwashers, and refrigerators.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

REPRESENTATIVE DUTIES:

- Helps maintain inventory by counting daily supplies.
- May be required to perform cashiering **or Point of Service** duties
- Must have personality to maintain human relationships demanded in a public service agency.
- Required to wear a hair cover, apron, and other items required in a school kitchen.
- Keep daily production records.

KNOWLEDGE, ABILITIES AND SKILLS:

- Federal, state, and county laws as well as District rules related to students.
- Basic kitchen safety and sanitation.
- Cooking methods and procedures, including food production and related routines.
- The principles of inventory control.
- Mathematical skills required to extend recipes, large quantity ordering, etc.
- Proper sanitation practices and personal hygiene regulations.
- Equipment maintenance techniques and practices.
- Food preparation techniques, practices and services.
- Prioritizing multiple tasks, projects and demands.
- Working within deadlines to complete assignments.
- Following and effectively communicating verbal and written instructions.
- Working independently and as a team member.
- Prepare food that is visually appealing and that tastes good, in large quantities.
- Observe and direct student workers in the cafeteria.
- Operate standard commercial cooking and cleaning equipment.
- Use modern office equipment as required in the course of duty.
- Ability to speak, read, write, and communicate effectively.
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner.
- Organize own work, set priorities and meet critical time deadlines.
- Ability to follow oral and written directions.

QUALIFICATIONS:

- At least one year of relevant experience in quantity food preparation, food service, sanitation, storage, and portion control.
- Must have and maintain a ServSafe Certification or comparable food safety certificate.
- Basic knowledge of proper preparation and food handling methods, kitchen safety and sanitation, written budget limitation, storage and inventory control, pertinent federal, state, county and other applicable laws, rules, regulations and guidelines.
- High School Diploma or equivalent required.

LICENSE: Valid California Drivers License.

**Corning Union High School District
Job Description**

JOB TITLE: Accounting Technician

Salary Range: 19		DEPT./FAMILY: Administrative Assistant
Immediate Supervisor:	Chief Business Officer	Approved By: Board of Trustees

DEFINITION:

Under minimal supervision from the Chief Business Officer performs specialized accounting work required in the preparation and maintenance of District financial records relating to purchasing, Accounts Payable & Receivable, journal entries, spreadsheets, employee records and other accounting functions as required. This is a skilled and technical position.

ESSENTIAL FUNCTIONS:

- Receipt in purchases and match up invoices for payment.
- Compare outstanding invoices to monthly statements.
- Code all invoices and set up batches for approval for checks to be cut.
- Reconcile bank statements.
- Works with staff to make sure expenditures in their accounts are correct.
- Monitor and review accounting and related system reports for accuracy and completeness.
- Works collaboratively with auditors, outside agencies, and District employees.
- Explain billing invoices and accounting policies to staff, vendors and clients.
- Resolve accounting discrepancies.
- Interact with external auditors in completing audits.
- Order products and supplies for the business office as needed.
- Process Accounts Payable documents in the financial system for payment.
- Compile monthly and annual accumulation data and prepare reports.
- Files and organizes financial records, scan all invoices and back up for data storage and file hard copies.
- Process all incoming checks against outstanding invoices and code to correct departments.
- Invoice customers for various activities.
- Fill out quarterly sales and use forms, and quarterly fuel tax reports.
- Prepare a variety of required monthly, quarterly and annual reports.
- Enter and file deposits as requested.
- Maintain confidentiality of records.
- Operate computer, complex software applications and communication devices.
- As required, serves as direct support to the CBO in assistance and preparation of various budgeting functions, such as: processing and monitoring of spreadsheets, data entry.
- Perform related duties and responsibilities as assigned

ENVIRONMENT:

- Office environment: subject to constant interruptions.

PHYSICAL REQUIREMENTS:

- Dexterity of hands and fingers to operate a computer and office equipment, sitting or standing for extended periods of time, walking to various sites at the assigned school, kneeling and bending, reaching horizontally and overhead to retrieve and maintain files and to store supplies and records, lifting and carrying

Revised: 10/30/18
Approved:

objects weighing up to 30 pounds, and hearing and speaking to exchange information in person and on the phone.

REPRESENTATIVE DUTIES:

- Assist staff members in use of financial software.
- Attend various meetings and trainings at ~~County office~~.
- Serve as Assistant to Chief Business Officer with assignments and projects.
- Greet and assist incoming parents, student, public and staff.
- Accept and process deliveries to District.
- Teacher check out at the end of the school year.

KNOWLEDGE, ABILITIES AND SKILLS:

- Modern office methods and procedures, including the use of computerized systems and software.
- Modern office equipment and communications systems.
- Make complicated mathematical calculations rapidly and accurately.
- Interpret and apply the policies, procedures, laws, codes and regulations pertaining to Accounting Systems.
- Work independently with minimal supervision.
- Speak, read write and communicate effectively.
- Plan and organize work to meet schedules and deadlines.
- Prepare and maintain accurate and complete records.
- Understand and follow oral and written instructions.
- Establish, maintain and foster positive and harmonious working relationships with those contacted in the course of work.

QUALIFICATIONS:

- High School diploma or equivalent required; some college /technical preparation desirable.
- Formal or informal education or training which ensures the ability to read and write at a level necessary for successful job performance.
- Minimum 2 years of accounting or bookkeeper experience.
- **Demonstrated clerical and computer experience**

LICENSE OR CERTIFICATE REQUIREMENTS:

- Possess a valid California Class C driver's license.

Corning Union High School District
Job Description

Job Title: Senior Para Educator

Salary Range:	Dept./ Family: Paraeducator
Immediate Supervisor: Administrator of District Support Services	Approved by: Board of Trustees

DEFINITION:

Under the general direction of certificated personnel to help plan instruction, and set up learning environments for instruction, supervision and training of students, some who have specific learning needs. Performs a wide variety of related tasks to assist and care for students while they are under supervision at school. Paraeducators assist the teacher in meeting the instructional and physical needs of the students and will help maintain the proper classroom atmosphere. Demonstrates flexibility and assumes responsibility for a number of assignments which may change daily on an as needed basis.

ESSENTIAL FUNCTIONS:

- Initiate and provide support for student's instructional or behavioral needs with minimal teacher direction.
- Provide intervention for student behavioral needs with minimal teacher direction.
- Assist certificated staff in classroom programs and training by reinforcing instructions and providing behavioral examples of social, emotional and functional skills.
- Interact with pupils in their activities, encouraging performance, observing progress, and sharing observations with teacher.
- Participate in lesson and program implementation.
- Assist student to be on time and prepared for class activities.
- Enter into a helping relationship with pupils under the supervisor's direction to foster learning in an atmosphere of acceptance.
- Support the goals and objectives of classroom activities by preparing material, obtaining required supplies or equipment; actively works with pupil during an activity, and assist with clean-up after an activity.
- Provide necessary supervision in such activities as field trips, passing time, lunch and departure of students.
- Provide necessary independent supervision and instruction of students.
- Reinforce training and/or instruction by tutoring students.
- Assist in the grading and correction of student classroom and homework activities and maintenance of required records and paperwork requirements.
- Follow accepted principles, practice, rules, and regulations in regard to feeding, toileting, lifting, and caring for special education students.
- May support English Language Learning for students.
- May transport students to and from home to school, farm, C-CAL, Centennial and other locations, including home visits when necessary using district vehicles.
- Maintain confidentiality of student information.
- Reinforce Individual Education Plan (IEP)
- Perform other related duties as assigned.

ENVIRONMENT:

Work is usually performed inside classrooms and other district buildings; but may include participating with student in an outdoor setting in all kinds of weather conditions (PE, lunch, farm, etc.).

- Work may continue with students outside, walking between district buildings.
- Possibility of some physical harm dealing with students with identified behavioral issues which, may include, but not be limited to threatening harm, biting, scratching, spitting, hitting or kicking.

PHYSICAL REQUIREMENTS:

- Persons performing service in this position classification will exert 50 to 75 pounds of force frequently to lift, carry, push, pull, or otherwise move objects.
- This type of work may involve sitting, running, walking, or standing for brief or extended periods.
- Ability to sit, stand, walk, kneel, bend, crouch, stoop, squat, twist, run, climb, or jump for short or extended periods of times.

REPRESENTATIVE DUTIES:

- Assist in using multiple technologies and equipment.
- May assist with clerical duties, such as preparing instructional materials and photocopying.
- May attend staff meeting and conferences as required.
- Work directly with students.
- Monitor student behavior.
- Assisting and instructing students in various educational and behavior programs
- Monitor and provide Sensory diet for students
- Reinforce instruction.
- Grade papers and record grades.
- Reinforce personal care and hygiene

KNOWLEDGE, ABILITIES AND SKILLS:

- Concepts of student growth and development and developmental behavior characteristics, particularly pertaining to high school age students with special learning needs.
- Positive behavior management strategies and techniques relating to pupils
- Proper use of English: punctuation, spelling and grammar, and vocabulary.
- Basic arithmetical concepts.
- Appropriate response to verbal assault or backtalk.
- Routine information storage, retrieval, and management procedures.
- Work with students having special educational needs.
- Demonstrate an understanding, patient, and receptive attitude toward students of varied age groups and abilities.
- Appropriately manage student behavior and guide student toward more acceptable academic and/or social behaviors.
- Model appropriate behavioral interventions.
- Collect student data.
- Communicate effectively in oral and written form, as well as strong non-verbal skills.
- Perform routine clerical tasks and operate a variety of educational and office related machines and equipment.
- Utilize a variety of appropriate instructional materials and procedures in an educational environment.
- Understand and carry out oral and written directions.

- Establish and maintain cooperative working relationships with students and adults.
- Work with students who may behave aggressively or show intensive disruptive behaviors.

QUALIFICATIONS:

- High school diploma or equivalent.
- A.A. degree or higher, two years college, and/or passing grade on a state or local assessment.

LICENSE OR CERTIFICATE REQUIREMENTS:

- Possess a valid California Class C driver's license.

CORNING UNION HIGH SCHOOL DISTRICT
201 DAY CERTIFICATED SALARY SCHEDULE
7/1/2018

Based on 201 days per year

8% Increase RETRO 7/1/18, Pending Board Approval: 11/22/18							
		CLASS I		CLASS II		CLASS III	CLASSIV
		BA+30		BA+45		BA+60 OR MA	BA+75 OR MA+15
1		51,734		53,028		54,354	55,712
2		53,028		54,354		55,713	57,105
3		54,353		55,713		57,105	58,533
4		55,712		57,106		58,533	59,996
5		57,105		58,533		59,996	61,496
6		58,533		59,996		61,496	63,033
7		59,996		61,496		63,034	64,609
8		61,496		63,034		64,609	66,224
9		63,033		64,610		66,225	67,880
10		64,609		66,225		67,880	69,577
11		65,901		68,212		69,917	71,664
12		67,219		70,258		72,014	73,814
13		68,564		72,366		74,175	76,029
14		69,935		74,537		76,400	78,309
15		71,334		76,773		78,692	80,659
16		72,760		78,308		80,266	83,078
18		74,216		79,874		81,871	85,571
20		75,700		81,472		83,508	88,138
22		77,214		83,101		85,179	90,341
24		78,758		84,763		86,882	92,600
26		80,333		86,459		88,620	94,915
28		81,940		88,188		90,392	97,288
30		83,579		89,952		92,200	99,720

MASTER STIPEND-5% of Step 1, Class I (per year)

2,586.72

Class I/Column I used for coaching/other duties per CITA Contract

7/1/18 - Annual District Health Insurance contribution is \$12,000 per 1.0 FTE

CORNING UNION HIGH SCHOOL DISTRICT
182 DAY CERTIFICATED SALARY SCHEDULE
7/1/2018

	CLASS 0		CLASS I		CLASS II		CLASS III		CLASSIV
	Less than BA+30		BA+30		BA+45		BA+60 OR MA		BA+75 OR MA+15
1	44,474		46,844		48,016		49,216		50,446
2	45,586		48,015		49,216		50,446		51,707
3	46,726		49,216		50,446		51,707		53,000
4	47,894		50,446		51,707		53,000		54,325
5	49,091		51,707		53,000		54,325		55,683
6	50,319		53,000		54,325		55,683		57,075
7	51,577		54,325		55,683		57,075		58,502
8	52,866		55,683		57,075		58,502		59,964
9	54,188		57,075		58,502		59,965		61,463
10	55,542		58,502		59,965		61,464		63,000
11			59,672		61,764		63,308		64,890
12			60,865		63,617		65,207		66,837
13			62,083		65,525		67,163		68,842
14			63,324		67,491		69,178		70,907
15			64,591		69,516		71,253		73,034
16			65,882		70,906		72,678		75,225
18			67,200		72,324		74,132		77,482
20			68,544		73,771		75,615		79,806
22			69,915		75,246		77,127		81,802
24			71,313		76,751		78,669		83,847
26			72,740		78,286		80,243		85,943
28			74,194		79,852		81,848		88,091
30			75,678		81,449		83,485		90,294

MASTER STIPEND-5% of Step 1, Class I (per year) 2,342.20

Class I/Column I used for coaching/other duties per CITA Contract
7/1/18 - Annual District Health Insurance contribution is \$12,000 per 1.0 FTE

CORNING UNION HIGH SCHOOL DISTRICT
21st Century Asset Grant Coordinator
7/1/2018

Based on 195 days per year @ 8 hours p/day (1,560 annual hours)

8% Increase RETRO 7/1/18, Board Approved: 11/22/18							
		CLASS I		CLASS II		CLASS III	CLASSIV
		BA+30		BA+45		BA+60 OR MA	BA+75 OR MA+15
1		57,360		58,795		60,264	61,770
2		58,794		60,264		61,771	63,315
3		60,264		61,771		63,315	64,898
4		61,770		63,315		64,898	66,520
5		63,315		64,898		66,520	68,183
6		64,898		66,521		68,183	69,888
7		66,520		68,184		69,888	71,635
8		68,183		69,888		71,635	73,426
9		69,888		71,635		73,426	75,261
10		71,635		73,426		75,262	77,143
11		73,068		75,629		77,520	79,457
12		74,529		77,898		79,845	81,841
13		76,019		80,235		82,241	84,296
14		77,540		82,642		84,708	86,825
15		79,091		85,121		87,249	89,430
16		80,672		86,824		88,994	92,113
18		82,286		88,560		90,774	94,876
20		83,932		90,331		92,589	97,722
22		85,610		92,138		94,441	100,165
24		87,322		93,981		96,330	102,669
26		89,069		95,860		98,257	105,236
28		90,850		97,778		100,222	107,867
30		92,667		99,733		102,226	110,564

MASTER STIPEND-5% of Step 1, Class I (per ye 2,868.00

Class I/Column I used for coaching/other duties per CITA Contract
7/1/18 - Annual District Health Insurance contribution is \$12,000 per 1.0 FTE

ESP CLASSIFIED 2018/19

RETRO JULY 1, 2018														
Step > Range	1	2	3	4	5	6	7	8,9,10	11,12,13	14,15,16	17,18,19	20	21	
1														
2														
3														
4	11.50	11.85	12.20	12.57	12.95	13.33	13.73	14.56	15.43	16.36	17.34	18.38	18.75	
5	11.79	12.14	12.51	12.88	13.27	13.67	14.08	14.92	15.82	16.77	17.77	18.84	19.22	
6	12.08	12.45	12.82	13.20	13.60	14.01	14.43	15.30	16.21	17.19	18.22	19.31	19.70	Food Service Worker I; Child Care Asst, CMUG
7	12.39	12.76	13.14	13.53	13.94	14.36	14.79	15.68	16.62	17.62	18.67	19.79	20.19	
8	12.70	13.08	13.47	13.87	14.29	14.72	15.16	16.07	17.03	18.06	19.14	20.29	20.69	
9	13.01	13.40	13.81	14.22	14.65	15.09	15.54	16.47	17.46	18.51	19.62	20.79	21.21	Food Service Worker II
10	13.34	13.74	14.15	14.58	15.01	15.46	15.93	16.88	17.90	18.97	20.11	21.31	21.74	
11	13.67	14.08	14.50	14.94	15.39	15.85	16.33	17.30	18.34	19.44	20.61	21.85	22.28	Custodian/Maintenance I
12	14.01	14.43	14.87	15.31	15.77	16.25	16.73	17.74	18.80	19.93	21.13	22.39	22.84	Library Tech; Career Tech; Paraeducator I; FS
13	14.36	14.80	15.24	15.70	16.17	16.65	17.15	18.18	19.27	20.43	21.65	22.95	23.41	
14	14.72	15.17	15.62	16.09	16.57	17.07	17.58	18.64	19.75	20.94	22.20	23.53	24.00	Custodian/Maintenance II; Grounds/Maintenance I; Senior Paraeducator
15	15.09	15.54	16.01	16.49	16.99	17.50	18.02	19.10	20.25	21.46	22.75	24.12	24.60	Admin Asst Maintenance, Attendance, Special Ed, Registrar, All Ed
16	15.47	15.93	16.41	16.90	17.41	17.93	18.47	19.58	20.75	22.00	23.32	24.72	25.21	Lead Custodian/Maintenance
17	15.86	16.33	16.82	17.33	17.85	18.38	18.93	20.07	21.27	22.55	23.90	25.34	25.84	Grounds/Maintenance II
18	16.25	16.74	17.24	17.76	18.29	18.84	19.41	20.57	21.80	23.11	24.50	25.97	26.49	
19	16.66	17.16	17.67	18.20	18.75	19.31	19.89	21.08	22.35	23.69	25.11	26.62	27.15	Senior Maintenance; Senior Custodian; Health Aide; Admin Asst ASB/Princ Sec; Accounting Technician
20	17.07	17.59	18.11	18.66	19.22	19.79	20.39	21.61	22.91	24.28	25.74	27.28	27.83	Bus Drivers
21	17.50	18.03	18.57	19.12	19.70	20.29	20.90	22.15	23.48	24.89	26.38	27.97	28.53	
22	17.94	18.48	19.03	19.60	20.19	20.80	21.42	22.71	24.07	25.51	27.04	28.67	29.24	HVAC/Electrician
23	18.39	18.94	19.51	20.09	20.70	21.32	21.96	23.27	24.67	26.15	27.72	29.38	29.97	Intensive Behavior Interventionist(IBI); Child Care Teacher; Teen Parent/Student Services Coordinator
24	18.85	19.41	20.00	20.60	21.21	21.85	22.50	23.86	25.29	26.80	28.41	30.12	30.72	DAS Technician
25	19.32	19.90	20.50	21.11	21.74	22.40	23.07	24.45	25.92	27.47	29.12	30.87	31.49	
26	19.80	20.40	21.01	21.64	22.29	22.96	23.64	25.06	26.57	28.16	29.85	31.64	32.27	
27	20.30	20.91	21.53	22.18	22.84	23.53	24.24	25.69	27.23	28.86	30.60	32.43	33.08	
28	20.80	21.43	22.07	22.73	23.42	24.12	24.84	26.33	27.91	29.59	31.36	33.24	33.91	Head Mechanic
29	21.32	21.96	22.62	23.30	24.00	24.72	25.46	26.99	28.61	30.33	32.15	34.07	34.76	
30	21.86	22.51	23.19	23.88	24.60	25.34	26.10	27.66	29.32	31.08	32.95	34.93	35.62	
31	22.40	23.08	23.77	24.48	25.22	25.97	26.75	28.36	30.06	31.86	33.77	35.80	36.51	
32	22.96	23.65	24.36	25.09	25.85	26.62	27.42	29.07	30.81	32.66	34.62	36.69	37.43	
33	23.54	24.24	24.97	25.72	26.49	27.29	28.11	29.79	31.58	33.47	35.48	37.61	38.36	
34	24.13	24.85	25.60	26.36	27.15	27.97	28.81	30.54	32.37	34.31	36.37	38.55	39.32	
35	24.73	25.47	26.24	27.02	27.83	28.67	29.53	31.30	33.18	35.17	37.28	39.52	40.31	Tech Support Specialist
36	25.35	26.11	26.89	27.70	28.53	29.38	30.27	32.08	34.01	36.05	38.21	40.50	41.31	
37	25.98	26.76	27.56	28.39	29.24	30.12	31.02	32.88	34.86	36.95	39.17	41.52	42.35	
38	26.63	27.43	28.25	29.10	29.97	30.87	31.80	33.71	35.73	37.87	40.15	42.55	43.40	
39	27.30	28.12	28.96	29.83	30.72	31.64	32.59	34.55	36.62	38.82	41.15	43.62	44.49	
40	27.98	28.82	29.68	30.57	31.49	32.44	33.41	35.41	37.54	39.79	42.18	44.71	45.60	Lead Tech Support Specialist
7/1/18 - Annual District Health Insurance contribution is \$12,000 per full-time employee; prorated for employees 6 hours or less.														
\$37.82 (Hourly rate paid based on timesheet submitted extra duty hours for written translation services provided)														
Written Translation Services														

CORNING UNION HIGH SCHOOL DISTRICT
2018/19 ADMINISTRATIVE SALARY SCHEDULE

	I	II	III	IV	V	VI	VII	VIII	IX-XIV	XV-XX
		5.00%	5.00%	5.00%	5.00%	2.00%	0.98%	0.97%	4.00%	4.00%
Associate Principal I										
A 210 Days	\$83,494	\$87,668	\$92,052	\$96,654	\$101,487	\$103,517	\$104,531	\$105,545	\$109,767	\$114,158
220 Days	\$87,469	\$91,843	\$96,435	\$101,257	\$106,319	\$108,446	\$109,509	\$110,571	\$114,994	\$119,593
Associate Principal II										
B 210 Days	\$89,002	\$93,452	\$98,124	\$103,031	\$108,182	\$110,346	\$111,427	\$112,508	\$117,008	\$121,689
220 Days	\$93,240	\$97,902	\$102,797	\$107,937	\$113,333	\$115,600	\$116,733	\$117,865	\$122,580	\$127,483
Associate Principal III										
C 210 Days	\$95,611	\$100,392	\$105,411	\$110,682	\$116,216	\$118,540	\$119,702	\$120,863	\$125,698	\$130,726
220 Days	\$100,165	\$105,173	\$110,431	\$115,953	\$121,751	\$124,186	\$125,403	\$126,619	\$131,684	\$136,951
PRINCIPAL										
D 210 Days	\$98,862	\$103,805	\$108,995	\$114,445	\$120,168	\$122,571	\$123,773	\$124,974	\$129,973	\$135,172
220 Days	\$103,570	\$108,748	\$114,186	\$119,895	\$125,890	\$128,408	\$129,666	\$130,925	\$136,162	\$141,609

7/1/18 - 8% Increase RETRO 7/1/18, effective 11/15/18

7/1/18 - Annual District Health Insurance contribution is \$12,000 per 1.0 FTE

7/1/2019 - 2%, 4% or 6% Increase dependent on Revenue on 10/2/19; LCFF entitlement with updated enrollment/ADA

PENDING BOARD APPROVAL 11/22/18

CORNING UNION HIGH SCHOOL DISTRICT
Confidential/Classified Management Schedule
7/1/2018

RANGE	1	2	3	4	5	6	7	8,9,10	11,12,13	14,15,16	17,18,19	20	
A	PAYROLL TECHNICIAN	\$ 34,654	\$ 36,387	\$ 38,206	\$ 40,116	\$ 42,122	\$ 44,228	\$ 46,440	\$ 48,762	\$ 51,200	\$ 53,760	\$ 56,448	\$ 59,270
B	SUPERINTENDENT'S SECRETARY / PERSONNEL TECHNICIAN	\$ 41,040	\$ 43,092	\$ 45,247	\$ 47,509	\$ 49,884	\$ 52,379	\$ 54,998	\$ 57,747	\$ 60,635	\$ 63,667	\$ 66,850	\$ 70,192
C	DIRECTOR OF FOOD SERVICES	\$ 45,827	\$ 48,118	\$ 50,524	\$ 53,050	\$ 55,702	\$ 58,488	\$ 61,412	\$ 64,483	\$ 67,707	\$ 71,092	\$ 74,647	\$ 78,379
D	DIRECTOR OF TRANSPORTATION	\$ 52,820	\$ 55,461	\$ 58,234	\$ 61,145	\$ 64,203	\$ 67,413	\$ 70,783	\$ 74,322	\$ 78,039	\$ 81,940	\$ 86,037	\$ 90,339
E	DIRECTOR OF MAINTENANCE & OPERATIONS	\$ 54,404	\$ 57,124	\$ 59,980	\$ 62,979	\$ 66,128	\$ 69,435	\$ 72,906	\$ 76,552	\$ 80,379	\$ 84,398	\$ 88,618	\$ 93,049
F	DIRECTOR OF TECHNOLOGY	\$ 54,475	\$ 57,199	\$ 60,059	\$ 63,062	\$ 66,215	\$ 69,526	\$ 73,002	\$ 76,652	\$ 80,485	\$ 84,509	\$ 88,734	\$ 93,171
G	CHIEF BUSINESS OFFICIAL	\$ 79,829	\$ 84,031	\$ 88,454	\$ 93,109	\$ 98,009	\$ 103,167	\$ 108,597	\$ 114,313	\$ 120,329	\$ 126,345	\$ 132,663	\$ 139,296
7/1/18 -	Corrected Annual examples for Range C to reflect 260 days x 8 hours p/day (Regular days+15 Paid Holidays)												
7/1/18 -	Payroll Technician moved to confidential employee												
7/1/18 -	Restructure Supt' Sec/Personnel Sec and CBO												
7/1/18 -	8% increase												
7/1/19 -	2%, 4% or 6% Increase dependent on Revenue on 10/2/19; LCFF entitlement with updated enrollment/ADA												

Adult Education Salary Schedules

11/9/2018

2018/19	Hourly Rate		
EFFECTIVE 11/1/18			
CERTIFICATED			
ESL/HS Teacher	\$ 40.85		
CLASSIFIED			
Data Entry / Clerical Assist. I	\$ 15.09		
Data Entry / Clerical Assist. II	\$ 16.66		
Paraeducator	\$ 14.01		
Child Care Assistant	\$ 12.08		
Salary schedules may be revised as cola and program changes allow.			
Benefits are based on hours worked per day (prorated).			
No steps or raises are automatic, but will occur when possible.			
PENDING BOARD APPROVAL 11/22/18			

CORNING UNION HIGH SCHOOL DISTRICT

School Psychologist/Program Specialist

2018/19

8% Increase Retro 7/1/18

STEP	190 DAYS
1	70,458
2	72,572
3	74,749
4	76,991
5	79,301
6	81,680
7	84,131
8	86,655
9	89,254
10-13	91,932
14-16	94,690
17-19	97,531
20+	100,456

M.A., M.S. Degree \$ 2,466.03

PENDING BOARD APPROVAL 11/22/18

CORNING UNION HIGH SCHOOL DISTRICT

School Psychologist/Program Specialist

2018/19

8% Increase Retro 7/1/18

STEP	190 DAYS
1	70,458
2	72,572
3	74,749
4	76,991
5	79,301
6	81,680
7	84,131
8	86,655
9	89,254
10-13	91,932
14-16	94,690
17-19	97,531
20+	100,456

M.A., M.S. Degree \$ 2,466.03

7/1/18 - Annual District Health Insurance contribution is \$12,000 per 1.0 FTE

PENDING BOARD APPROVAL 11/22/18

**EMPLOYMENT AGREEMENT
BETWEEN
THE GOVERNING BOARD
OF THE
CORNING UNION HIGH SCHOOL DISTRICT
AND
SUPERINTENDENT JARED CAYLOR**

This Agreement is made and entered into on November 15, 2018, by and between the Governing Board of the Corning Union High School District (hereinafter "District" or "Board") and Jared Caylor (hereinafter "Superintendent").

WHEREAS, the District desires to provide the Superintendent with a written employment contract in order to ensure the administrative stability and continuity within the District which the District believes generally improves the quality of the overall educational program; and

WHEREAS, the District and the Superintendent believe that a written employment contract is necessary to describe specifically their relationship, and to serve as a basis of effective communication and assessment of performance regarding the administrative functions of the Superintendent in the operation of the educational programs of the District; and

NOW, THEREFORE, pursuant to Education Code section 35031, the District and the Superintendent, for consideration herein specified, agree as follows:

I. TERM OF AGREEMENT

- a. The District hereby offers and the Superintendent hereby accepts employment as Superintendent for a term commencing July 1, 2018 and ending June 30, 2021.
- b. The District and Superintendent agree the existing employment agreement approved on August 16, 2018 is hereby cancelled and terminated effective upon execution of this Agreement.
- c. The Board agrees to notify the Superintendent, in writing, at least forty-five (45) days in advance of the expiration of this Agreement in the event the Board elects not to renew this Agreement. Said notice shall be deemed in compliance with the notice requirements of Education Code section 35031. The Superintendent shall provide the Board, no later than March 15 of the year in which the Agreement expires, with (1) advance notice of the expiration date of this Agreement, and (2) notice of nonrenewal must be provided to the Superintendent by the Board, in writing, no later than forty-five (45) days prior to the expiration of the Agreement. The Superintendent's notice to the Board shall be in writing. Failure of the Superintendent to notify the Board as specified herein shall be considered material breach of this Agreement.

II. DUTIES AND RESPONSIBILITY OF THE SUPERINTENDENT

- a. The Superintendent shall serve as the Chief Executive Officer and Secretary to the Board, pursuant to California Education Code sections 35025 and 35035, respectively, and shall also provide other services as provided by law.
- b. The Superintendent shall have charge of the administration of the District, under the direction of the Board.
- c. The Superintendent shall have the primary responsibility for execution of Board policy adopted by the Board. The Superintendent will provide assistance to the Board, but will not interfere with or disrupt the responsibility of the Board.
- d. The Superintendent shall execute and perform all powers and duties which may lawfully be delegated to the Superintendent in accordance with policies and directions of the Board. Such acts which may require ratification by the Board shall be referred to the Board at the earliest possible opportunity by the Superintendent.
- e. The Superintendent shall be responsible, subject to the approval of the Board, for organizing, reorganizing, and arranging the administrative and supervisory staff, including instructing in business affairs which best serve the District. The Superintendent shall evaluate all administrators, the Chief Business Official and classified managers annually.
- f. The Superintendent shall have primary responsibility for all personnel matters, including selection, assignment, and transfer of employees, subject to approval of the Board. In all personnel matters, the recommendations of the Superintendent shall be presented to the Board.
- g. The Superintendent shall have primary responsibility for the preparation and recommendation of Board policies for consideration by the Board.
- h. In accordance with current Board Bylaw 9322, the Superintendent shall have primary responsibility for the development of Board agendas and shall consult with Board leadership when developing Board agendas.
- i. The Superintendent shall abide by all applicable state and federal laws, rules and regulations of the Board of the District.
- j. The Superintendent may use non-work days or time outside of the regular work day to undertake consulting work, speaking engagements, writing, lecturing or other professional endeavors, provided that such undertakings are not incompatible with his employment, do not constitute a conflict of interest, and do not interfere with or adversely affect his performance as the Superintendent. The Superintendent shall consult with the Board President prior to undertaking such activities.

III. COMPENSATION

a. Salary

Effective July 1, 2018, the Superintendent's annual base salary is One Hundred Twenty-Seven Thousand Five Hundred Dollars (\$127,500).

Commencing the 2019-20 school year and each school year thereafter, the District shall increase the Superintendent's annual base salary by Two Thousand Five Hundred Dollars (\$2,500) following a satisfactory evaluation.

For the 2018-19 and 2019-20 school years, the Superintendent's annual base salary shall be increased by the same percentage increase provided to any members of the certificated bargaining unit, including any one-time payments.

The annual salary shall be payable in twelve (12) equal monthly installments. The Superintendent's work year shall be two-hundred and twenty-five (225) days, excluding weekends and holidays, except when authorized by the Governing Board. The Superintendent shall not have any paid vacation days or holidays.

The Board reserves the right to increase the annual salary at any other time to be effective at any time during the term of this Agreement. Any adjustment of salary payable hereunder shall not be considered either the entering into of a new agreement or the extension of the term of this Agreement.

b. Advanced Degree

In recognition of the advanced educational degree (Master's) held by the Superintendent, the District shall pay Superintendent an annual stipend of Two Thousand Dollars (\$2,000). Such amount shall be paid in twelve (12) equal monthly installments.

c. Benefits

The Superintendent shall receive the same health (medical, dental, and vision) benefits and all other benefits enjoyed by other management employees of the District.

The Superintendent shall be entitled to twelve (12) working days of sick leave per year that shall be accumulated from year to year in accordance with relevant statutes set forth in the California Education Code.

IV. EXPENSE REIMBURSEMENT

- a. The District shall reimburse the Superintendent for reasonable, actual and necessary expenses incurred by him within the scope of his employment, in accordance with Board Policy and within budget limitations.
- b. The Superintendent shall be reimbursed for mileage at the Internal Revenue Service allowable rate for use of his automobile for travel on District business.

V. MEMBERSHIP AND DUES

- a. The District shall pay the Superintendent's membership fee to belong to the Association of California School Administrators (ACSA). The Superintendent may request that the District pay membership fees to other organizations, but these will be brought to the Board for approval individually.

VI. PROFESSIONAL DEVELOPMENT AND ACTIVITIES

- a. During the term of this Agreement, at the direction of the Board or otherwise subject to its approval, the Superintendent shall attend educational or other conferences. The Superintendent shall report to the Board an appraisal of the meetings or conferences attended. The actual and necessary travel, food, lodging, incidental expense, and registration costs of such attendance outside of the District shall be reimbursable, subject to any verification and claim procedures and reimbursable expenditure limitations as are from time to time established by Board policy.
- b. The Superintendent shall devote his time, attention, and energy to the business of the District. However, with prior approval of the Board, the Superintendent may serve as a consultant, lecture, engage in writing activities and speaking engagements, and engage in other activities that are of a short-term duration. If the Superintendent receives pay or an honorarium for such activities, the Superintendent shall utilize non-working days or hours outside of the normal work day for the purpose of engaging in such activities. The Superintendent may utilize work days or hours for such activities with Board approval. The Superintendent shall provide the Board with a report of outside professional activities undertaken at the Board meeting immediately following the activity.

VII. MEDICAL EXAMS

- a. Upon request of the Board, the Superintendent agrees to undergo a comprehensive physical and/or mental examination. A written notification of good health regarding the Superintendent's physical and/or mental abilities to perform duties, shall be sent by the physician to the Board. Superintendent agrees to consent to the disclosure of information consistent with this paragraph, and agrees to execute

all necessary releases of information relative and necessary to perform duties of his office.

VIII. EVALUATION

- a. The Board shall annually evaluate the performance of the Superintendent and working relationships between the Superintendent and the Board. This evaluation shall be done in writing and reviewed in closed session. The Superintendent shall remind the Board of this obligation by March 1 of each year. This evaluation shall be completed by May 1 of each year. If not completed, the Superintendent's performance shall be deemed satisfactory. This evaluation shall be based on performance of the duties and responsibilities contained within the position description for Superintendent and the mutually agreed upon and specified District goals and objectives of the Superintendent. Nothing shall be construed to prohibit the Board from additional evaluations of the Superintendent at any time during the school year. Should the Superintendent's performance on objectives be unsatisfactory, the Board will provide to the Superintendent, in writing, specific areas in which the Superintendent needs improvement. The Superintendent shall be given, by the Board, a mutually agreeable period of time to restore his performance to a satisfactory level.

IX. TERMINATION OF AGREEMENT

- a. Mutual Consent

This Agreement may be terminate at any time by mutual consent of the Board and Superintendent.

- b. Unilateral Termination by Governing Board

The Board may unilaterally and without cause terminate this Agreement at any time by giving 30 days written notice to the Superintendent. For the 2018-19 school year, the unilateral termination of the Superintendent will require a super-majority vote (at least 4-1 vote) by the Board. As of July 1, 2019, a simple majority of the Board will be required to unilaterally terminate this Agreement without cause. The Superintendent shall have the right, at his option, to request a closed session meeting to respond to the Board. The notice shall include the effective date of the termination. Except as provided in paragraph E below, the District shall pay the Superintendent, as severance, the Superintendent's current monthly salary and health benefit contribution in an amount not to exceed the number of months remaining under this Agreement or up to twelve (12) months, whichever is less. The parties agree the reference to twelve (12) months in no

way provides an expectation, rather it reflects the maximum amount permitted by law. The parties further agree to this liquidated damages provision in recognition of the extreme difficulty of ascertaining actual damages to the Superintendent. The parties further agree the District shall cease said severance contained herein, in the event Superintendent performs any service for compensation or is employed prior to the completion of the severance period. Superintendent shall notify the District immediately if he earns compensation or is employed in any manner. Superintendent's failure to notify the District shall constitute waiver and release of the District for any obligation of subsequent payment and shall require Superintendent to repay the District for all amounts owed.

c. Incapacity

This Agreement may be terminated by the Board should the Superintendent be unable to serve in the position due to a physical and/or mental condition following expiration of the sick leave entitlement as provided by statute and Board policies. The determination of the Superintendent's physical and/or mental condition shall be based upon a written evaluation by a licensed physician designated by the District, considering the duties of the position of the Superintendent; the District will follow any applicable provisions of state and federal law. The Board may, at its discretion, appoint an Acting Superintendent during any period of disability.

d. Discharge for Cause

The Superintendent shall be given written notice of any matter allegedly constituting grounds for termination for cause. Grounds for termination for cause shall be: (1) a material breach of this Agreement; (2) two unsatisfactory evaluations (an annual evaluation and a follow-up evaluation at least 120 days thereafter); (3) any conduct which would justify suspending or revoking a credential pursuant to Education Code sections 44421, et seq.; and (4) any conduct which would justify dismissal of a tenured certificated employee under the Education Code.

The Board shall give the Superintendent written notice of the charges and the opportunity for a closed session meeting at which he may respond. The meeting shall not be an evidentiary hearing, but the Board shall consider all information provided by the Superintendent. The Board may take final action at the conclusion of the meeting or thereafter. The Superintendent shall receive written notice of any Board action. An action to terminate shall not be effective for 60 days.

e. Illegal Fiscal Practices

The Board may terminate this Agreement if it believes, and confirms as the result of an independent audit, that the Superintendent has engaged in illegal fiscal practices or other fiscal misconduct as described in Government Code section 53260(b)(1). The termination shall be effective upon approval of the independent audit by the Board. DAMAGES FOR BREACH OF CONTRACT

- f. In the event of breach of this Agreement by the Board, the parties mutually agree that the damages incurred by the Superintendent shall not exceed the amount due as compensation as set forth in Sections IX.b and IX.e as liquidated damages in recognition of the extreme difficulty of determining actual damages. The parties agree that this provision is intended to meet the requirements governing cash settlements as set forth in Government Code sections 53260, et. seq.

In accordance with Government Code sections 53243, et seq., any cash settlement related to Superintendent's termination paid by the District, any District payments received by Superintendent for paid leave with salary pending investigation, or District funds provided for the Superintendent's legal criminal defense, shall be fully reimbursed to the District if Superintendent is convicted of a crime involving an abuse of Superintendent's office or position.

X. DEFENSE AND INDEMNIFICATION

- a. In accordance with the provisions of Government Code sections 825 and 995, the District shall defend the Superintendent from any and all demands, claims, suits, actions, and legal proceedings brought against the Superintendent in Superintendent's individual capacity as an agent and employee of the District, provided that the incident giving rise to any such demand, claim, suit, action, or legal proceeding arose while Superintendent was acting within the scope of employment.

Upon retirement or separation from the District, the Superintendent will continue to be indemnified for any actions taken against him related to his role as the Superintendent.

XI. GENERAL PROVISIONS

- a. This Agreement is subject to: (1) all applicable laws of the State of California; and (2) the rules and regulations of the District.

If, during the term of this Agreement, it is found that a specific clause of the Agreement is illegal under federal or state law, the remainder of this Agreement not affected by such a ruling shall remain in force.

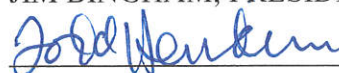
This Agreement constitutes the full and complete understanding between parties hereto, and its terms can be changed or modified only in writing, signed by all parties or their successors in interest to this Agreement. Reference to Education Code sections in this Agreement are referenced sections in force at the time this Agreement was signed and to successor sections covering the same statutory issues or to sections which may subsequently amend the section referred to herein.


IN WITNESS WHEREOF, we affix our signatures to this Agreement as the full and complete agreement between the parties hereto.

Dated: 11/15/18


GOVERNING BOARD OF THE CORNING UNION HIGH SCHOOL DISTRICT


JIM BINGHAM, PRESIDENT


TODD HENDERSON



BILL MACHE


J. SCOTT PATTON


KEN VAUGHN

I hereby accept this offer of employment and agree to comply with the terms and conditions in this Agreement, and to fulfill all the duties of employment as Superintendent of the Corning Union High School District.

Date of Acceptance: 11/15, 2018.


JARED CAYLOR

PLEASE PRINT ☺

Regular Board Meeting 11/15/18

Adriana Jimenez

Lynsey Nye

Janet Lamm

Cheri Zytka

Jane Tucker

You are not required to sign but it would be appreciated if you did!